

# GREATER RAMSEY WATER DISTRICT

## REGULAR MEETING

June 5, 2025

**DIRECTORS PRESENT:** Paul Becker, Kale Miller, Doug Mohr, David Hovendick, Missy Abrahamson

**DIRECTORS ABSENT:** Allen Johnson, Gilbert Black

**OTHERS PRESENT:** Lonnie Lacina, Sally Herda, Krista Wold - GRWD; Brian Aafedt, Ashley Goetzfried – AE<sub>2</sub>S

The meeting was called to order at 7:55 a.m. by Vice President Abrahamson at the District office.

Minutes from the May 8, 2025 regular meeting were reviewed. Motion by Mohr, seconded by Miller to approve the minutes. All directors voted aye and **motion carried**.

### Manager report

- **Excavator, pickups** – The two new pickups are in use – logos have been ordered and will be installed soon. The annual trade-in on the excavator has been completed. GRWD is allowed 250 hours on the excavator under the trade-in program. Lacina indicated the pricing may increase to \$4,000 next year.
- **Pekin leak** – A drain back curb stop in Pekin was found to be the source of a recently fixed leak. Lacina also indicated there may be a leak along Highway 19 that will be fixed if the scheduled pressure test shows pressure loss. This is in an area that was tested earlier this year.
- **Sewer repair - Starkweather** – All monies have been paid out for costs associated with sewer repair work that was caused by the original waterline installation.
- **Saunders bulk water agreement** – both reservoirs at the booster have passed and the station is now operating at full capacity. Flow rates of 750-800 gpm from the booster are being realized. The site is not quite ready to handle bulk water service. Increased line pressure to the Doyon area has been significant after the booster was placed on-line. Staff have been contacting residents in the area for meter inspections and making sure pressure regulators are set accordingly. Due to an isolation valve on order between the Saunders site and Pare tower that will prevent overfilling of the north tower, GRWD has not been purchasing supplemental water from the City at this time. Water purchased from NRWD has really helped in the northern system.
- **12" line pressure loss** – Additional pressure testing on the line cannot be completed at this time due to frequent filling and high water demand.
- **North system capacity improvement project**
  - **AE<sub>2</sub>S project update** - Aafedt introduced Ashley Goetzfried as additional field staff to assist in line installation this summer.

**Facility** – A punch list/walk through was completed at the treatment plant and Saunders booster station. American General was substantially complete with their work and a substantial completion certificate was issued. Some small, miscellaneous items remain with retainage sufficient to complete these items if needed. John's Electric has additional work to complete, mostly related to change orders that have been added to the contract. The remote site SCADA conversion will take another month or two. Change Order #2 to John's Electric was submitted for formal approval and includes the remote site meters that were previously approved verbally. Motion

by Miller, seconded by Hovendick to approve Change Order #2 to John's Electric in the amount of \$35,019.34. All directors voted aye and **motion carried**.

American General (AG) payment request #12, (\$126,913.71) was submitted for approval, leaving approximately \$150,000 to completion.

Capacity at the treatment plant was discussed. The filters are the limiting factor for production. With 2 high service pumps running, 1000-1100 gpm is achieved. Plant is currently running approximately 19 hours per day and it is hoped that it will run less with utilization of the storage at Saunders.

Budget and contingency funding were reviewed and discussed. Aafedt and Lacina will identify equipment and other items that may benefit the District for use of the contingency.

Tri-County agreement – An updated agreement was provided to Tri-County and contains a \$25,000 fee for tie-in to the updated line off the Saunders booster, eliminating the Tri-west booster and associated cost of operation for that location. The new agreement clears up language from the previous one. Under the current agreement, Tri-County contracts for a 125-gpm maximum.

- **User expansion project**
  - **AE<sub>2</sub>S project update** – Peterson Construction and Lake Region Drilling have begun some of the boring work and have completed work in some areas. Karas will begin soon and will start with the 12" line by the airport. Aafedt is still working on the railroad permits and hopes to have them completed shortly. Payment application #1 for Karas Construction (\$145,946.97) reflects mostly boring work. There are no stored materials at this time.

Project budget was reviewed.

Invoices – Motion by Becker, seconded by Mohr to approve project invoices: AE<sub>2</sub>S (\$46,712.90, \$23,619.20), American General #12 (\$126,913.71) and Karas Construction #1 (\$145,946.97) for a total of \$343,192.78. All directors voted aye and **motion carried**.

- **Bakkegard Consulting/employee manual update** – A memo and draft copy of the updated employee manual was provided to the directors. There was a brief discussion on some of the points contained in the updated version and some of the updates that were made. Other areas of the manual will require board-directed changes. This will be placed on the agenda of the July meeting for additional input and action.

#### **Office manager report**

- **Accounts Payable** – Motion by Mohr, seconded by Hovendick to authorize payment of the May bills. **All directors voted aye and motion carried**.

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>487,726.53</b>	<b>31,043.51</b>

- **Financial report** – May financial report was reviewed. Motion by Becker, seconded by Miller to approve the financial report. All directors voted aye and **motion carried**. Project reports for the current improvement projects were reviewed.

- **CD due 6-12-25** - Motion by Mohr, seconded by Hovendick to authorize Johnson and Herda to split the CD and renew for 6-mo and 1-year terms following rate quotes. All directors voted aye and **motion carried**.

**Membership termination**

- Rachel Chepulis-Heiberg – 8915 48<sup>th</sup> St NE, DL – service no longer needed.
- Ruth Swanson – 210 45<sup>th</sup> St NE, DL – nonpayment water/sewer Motion by Becker, seconded by Miller to terminate the two memberships. All directors voted aye and **motion carried**.

Next regular board meeting will be held July 10, 2025.

There being no further business, the meeting adjourned by motion.

Minutes Approved: July 10, 2025

Missy Abrahamson, Vice President (signed by Allen Johnson, President)

Sally Herda, Office Manager (signed)