

# GREATER RAMSEY WATER DISTRICT REGULAR MEETING

June 6, 2019

**DIRECTORS PRESENT:** Doug Mohr, Jay Klemetsrud, Allen Johnson, Les Windjue,  
Paul Becker, David Hovendick

**DIRECTORS ABSENT:** Gilbert Black

**OTHERS PRESENT:** Nels Halgren, Sally Herda – GRWD; Eric Volk – Executive  
Director, ND Rural Water System Association (NDRWSA)

The meeting was called to order at 7:54 a.m. by President Mohr at the District office.

Minutes from the May 9, 2019 regular meeting were reviewed. Motion by Windjue, seconded by Becker to approve minutes. All directors voted aye and **motion carried**.

## Manager Report

- **Bulk base rate study** – Eric Volk, NDRWSA gave a presentation analyzing the study information for the base and usage fees for the bulk users of the system. Current base rates were reviewed, along with the net effects of the proposed rate structure and the comparison of each one's proportionate share of usage to revenue. Some of the classifications of rate setting include justification for rate, fairness and equity and Volk's overall analysis indicated the direction taken by the board meets this criteria. Volk also talked of the need for an asset management plan for purposes of repair, renewal and replacement needs of the system over time. Also discussed was the amount of reserves that should be kept.
- **Advertise for project engineer – NDSWC policy** – Policy dictates that agencies must advertise for an engineer every three years if they apply for a grant. As it appears that the District could receive funding sooner than anticipated for another project, this step would need to get done. The engineering selection process was discussed. Motion by Johnson, seconded by Hovendick to advertise for an engineer. All directors voted aye and **motion carried**.
- **Oswalds Bay –Pekin/Tolna/DL project planning** – Halgren reviewed the timeline for putting together the application to be placed on the meeting agenda for SWC approval. Halgren indicated that the cost estimate might be a bit high due to initially planning work around other utilities and he has since found out there is an area that could be used for line routing that does not have active utility lines. The Graham's Island contracted allocation was reviewed along with other line updates that have been completed to provide enhancements due to line looping. The hydraulics have not yet been run to determine line pressures and delivery to this expansion area, and the effect for the adjacent areas. It is possible that some line paralleling may be needed. The feasibility of serving this area was discussed as lake levels have gone down and could potentially affect the planned and future development of the area. A membership fee of \$1500 will be requested by July 15, 2019 so that the project application process can begin. If any of the developers should decline to participate in their share of the project, the costs could be added to the remainder of the applicants if needed to keep the project viable. Since costs are still unknown, the base rate cannot be set and a range will be provided to the potential users so they will have an idea of what their monthly costs will likely be. Halgren will work with the developers to review the project and their options. Should the project not be developed, the membership fee, less the \$50 feasibility portion, would be refunded. GRWD will work to get the application at the October 6, 2019 SWC meeting for engineering & project funding. Potential customers in the Tolna/Pekin area were

reviewed. Some of these were high cost during the previous expansion and had applied for service from Tri-County during their recent expansion project. These were subsequently turned over to GRWD when Tri-County's expansion costs were too high to include these users. Those residing in GRWD's district were turned over to GRWD and those in Dakota Central were turned over to that District. No feasibility study fees nor project work has been done by GRWD for these potential users. A construction cost estimate was reviewed, along with options for monthly base rates and membership fees to cover the non-grant portion. Halgren has also been keeping a list of those within GRWD who are interested in water service. Many of these would likely be identified as high cost. GRWD will work first on the Oswalds Bay project and will proceed to the Tolna/Pekin area if funding permits to keep going in the project. The Devils Lake area will be held off at present, but may open up later in the project.

- **Water use** – Current water consumption was reviewed. GRWD is currently purchasing water from the City of Devils Lake and from NRWD to meet the current demand. Total daily consumption was compared against total maximums scenarios of the treatment plant, and the City of Devils Lake and NRWD allocations. A total of 1,326,000 gallons per day would fully max out the treatment plant and allocations from the City and NRWD.
- **Pressure monitoring** - Eric Volk stated that NDRWSA has some monitoring devices that can be placed at a residence and will monitor pressures. Information is collected on a USB that can be plugged into a computer to access the information. Volk will have staff stop at the office next week to get these set up at several locations where pressures are most affected during peak usage. NDRWSA also has a device that can aid in locating leaks and will provide assistance to a homeowner to locate an underground leak in his yard.

**Office Manager Report**

- **Accounts Payable** – Motion by Klemetsrud, seconded by Windjue to authorize payment of the accounts payable. **All directors voted aye and motion carried.**

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>93,127.13</b>	<b>22,966.44</b>

- **Financial report** – Office manager's report was reviewed. Financial report was reviewed for the month of May. Motion to approve the financial report was made by Windjue, seconded by Johnson. All directors voted aye and **motion carried.**
- **CD rate quotes and upcoming CD renewal** – Quotes for the recently matured CD were reviewed. Motion by Becker, seconded by Hovendick to renew the CD for 18 months at 2.4% and to authorize the president and office manager to president to renew funds for the CD maturing June 27, 2019. All directors voted aye and **motion carried.**

There being no further business, the meeting adjourned by motion at 9:56 a.m.

Minutes Approved: \_\_\_\_\_ July 9, 2019 \_\_\_\_\_

Doug Mohr, President \_\_\_\_\_ (signed) \_\_\_\_\_

Sally Herda, Office Manager \_\_\_\_\_ (signed) \_\_\_\_\_