

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

June 6, 2024

DIRECTORS PRESENT: Paul Becker, David Hovendick, Missy Abrahamson, Kevin Engel, Doug Mohr, Gilbert Black

DIRECTORS ABSENT: Allen Johnson

OTHERS PRESENT: Lonnie Lacina, Sally Herda - GRWD; Brian Aafedt – AE₂S

The meeting was called to order at 8 a.m. by President Mohr at the District office.

Minutes from the May 9, 2024 regular meeting were reviewed and one correction was noted. Motion by Becker, seconded by Abrahamson to approve the minutes as amended. All directors voted aye and **motion carried**.

Manager report

- **North system capacity improvement project**

- **AE₂S project update** – Weather conditions have continued to be wet and contractor has not been able to begin pipeline installation this year. Pipe fusing for the 6-inch line has been completed and installation will begin when ground conditions are ready in order to limit cleanup work.

Facility – Excavation at the Saunders Booster station is in progress. Electrical panels are in for the remote sites and are in testing phase. Cost for the masonry wall has been added into the work change directives and Change Order #1 for American General was presented for approval. Aafedt stated the contract numbers are looking good and recommended the change order be approved. Motion by Hovendick, seconded by Abrahamson to approve Change Order #1 for American General in the amount of \$10,407.50. All directors voted aye and **motion carried**. Four invoices reflecting engineering and construction work totaling \$599,321.44 were presented and recommended for payment. Motion by Becker, seconded by Black to approve the invoices for payment. All directors voted aye and **motion carried**.

User expansion – As of this date, 22 memberships have been received for the project. Public information meetings have been set up for June 10, 2024 in Devils Lake and McHenry. Aafedt presented two options for moving forward on the project. The first would be to push for construction in 2025 which has a tight deadline of June 20 to be placed on the agenda for the August SWC meeting. Timeline for this option was reviewed for a February, 2025 bid date. The second option would be to hold off submitting the project until the October SWC with planned construction for 2026. Timeline for this option was also discussed and would allow more time for sign-ups, easement work, etc. Aafedt recommended the first option assuming there would be sufficient interest to move forward. Project costs in general were discussed and the directors asked how many memberships would be needed to make the project feasible. Aafedt estimates that the break-even point would be around 40-50 sign-ups. With the accelerated timeline, the project could be pulled back if needed. Motion by Hovendick, seconded by Abrahamson to move forward with the first option as long as the average cost per user is under \$50,000. All directors voted aye and **motion carried**. AE₂S will proceed and apply to the State Water Commission for project funding for approximately 100 memberships. More information will be available following the public informational meetings. Becker and Lacina will also be on the local radio's "Coffee Time" which will be recorded on June 19 and aired on June 26,

just prior to the sign-up deadline. A news release has also prepared for the newspapers in areas served by the District.

- **Insurance review** – Lacina is in the process of renewing the District’s insurance and evaluating the values and replacement cost of the District’s facilities should a catastrophic event occur.
- **Employee update** – Lacina reported Schlieve has put in notice to leave employment with the District with last day of work June 14, 2024. Kevin Engel has been hired as operator and will no longer be able to serve on the board of directors. Upon consensus of the directors, Lacina will contact Kale Miller to inquire if he would still be interested in serving on the board. Bylaws call for appointment of unexpired term in event of vacancy.
- **SWC meeting – June 18, 3 pm at LRSC Chautauqua** – The June meeting of the State Water Commission will be held in Devils Lake, board members were invited to attend if interested.

Office manager report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	1,188,716.59	512,632.99

- **Financial report-** May financial report was reviewed and discussed. Motion by Abrahamson, seconded by Black to approve the financial report. All directors voted aye and **motion carried.** Project report for the current improvement project was reviewed and upcoming contract payments discussed.
- **2023 audit** – The audit for 2023 has been completed and was emailed to the directors from the State Auditor’s office. The audit process was discussed and Herda reviewed changes that have been made in daily operations to achieve greater accountability through cross-training and expenditure controls. Motion by Black, seconded by Becker to approve the 2023 audit. All directors voted aye and **motion carried.**

Other business

- **CDL** – Training in fall is being scheduled for Walski; Durbin is in process of application for the apprenticeship program through ND Rural Water.
- **Lift stations (1user)** – One lift station remains to have the power cut over to the homeowner. Lacina updated the directors on the status at Dahl’s sewer and lift station. Barrels in the lift station are in rough shape and GRWD has been pumping out the septic tank. Dahl has been experiencing backup in his basement which is a result in large part of his sump pump discharging into the sewer and inundating his system. Metered water usage is a fraction of the amount of water that is being pumped out. A new tank with a pump should be arriving in the next week or two and once placed, the pump will be Dahl’s responsibility and the existing lift station eliminated. Lacina estimated cost of \$8-9,000. Power has been cut over on the Beauchamp lift, but lack of access exists for any maintenance work that may be required. Cost to reroute his service will be higher than previous ones that have or are being done,

Next regular board meeting will be held July 9, 2024. There being no further business, the meeting adjourned by motion at 9:27 am.

Minutes Approved: _____ July 9, 2024 _____

Doug Mohr, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____