

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

November 7, 2024

DIRECTORS PRESENT: Paul Becker, Kale Miller, Allen Johnson, Doug Mohr, Gilbert Black, Missy Abrahamson, David Hovendick

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

The meeting was called to order at 7:53 a.m. by President Mohr at the District office.

Minutes from the October 10, 2024 regular meeting were reviewed. Motion by Black, seconded by Johnson to approve the minutes. All directors voted aye and **motion carried.**

Manager report

- **North system capacity improvement project**

- **AE₂S project update** – Pipeline work is at substantial and final completion with the exception of testing of the well line at the water treatment plant. There is no power yet at the new well.

Pay estimate #8 to Swanberg reflects most of the remaining project work with \$30,000 retainage being held. Documentation letter that identified various problems encountered during the pipeline construction has been completed and will remain on file to serve as consideration for bidding and awarding of future projects. Lacina stated the letter adequately covered the issues that were experienced. Crop damage request #3 completes the payments to landowners/operators for crop loss as a result of the construction.

Facility – A “mini” shutdown of the water treatment plant was done for electrical and exterior work at the plant. This shutdown also served as a test run for interior work planned for January requiring the plant to be taken off-line, provided the parts are available at that time. Exterior work was also done at the Saunders booster during the past month. Work order directives for the electrical contract have been combined into Change Order #2 to John’s Refrigeration in the amount of \$36,859.08. The change order compiles the changes to date, adds new conduit for the well line and allows for plant shutdown in order to complete work without having to work around operation of the plant. Motion by Hovendick, seconded by Abrahamson to approve Change Order #2 to Johns’ Refrigeration in the amount of \$36,859.08. All directors voted aye and **motion carried.**

Contingency summary and project budgets were reviewed. To date \$62,160.57 contingency funding has been used. Timeline to completion was discussed.

- **User expansion project**

- **AE₂S project update** - Final design is in progress and at about 20% complete. Asset inventory work needs to be done by year end. The emerging contaminant (EC) funding (additional 15%) is administered through the State Revolving Fund (SRF) and requires a loan through SRF. There are no repayment penalties for early payoff. The availability of the EC funding is fully dependent on the ranking of the projects. Aafedt recommends it may be worth waiting on the timeline as he anticipates he may know more within the next month. A January/February bid and award would allow more construction to be completed in 2025 and may result in more favorable bids.

Waiting to see if additional funds could be secured could affect the timeline for the project. The 75% grant funding looks promising. The SRF application process was discussed and Aafedt will check further into this avenue of funding and requirements. The asset inventory assessment is in progress. The archeological review is nearing completion, with the walking portion of the review process completed. Additional costs for this review are being experienced as additional signups were added to the project. Aafedt asked how the directors wished to proceed. A request for additional funding can be sent to the State Water Commission (SWC) and would include funding request for additional project costs due to added users, archaeological costs, additional work with modeling pressure and monitoring. Due to the dollar amount of these costs, the request would be eligible for secretary approval from the SWC. Motion by Black, seconded by Miller to request cost share funding for additional design work for the 2024 user expansion project due to increase in project size. All directors voted aye and **motion carried**.

Construction cost per applicant using the latest estimates was reviewed. Users were broken down into categories to identify those that would be considered high cost. Options to include the high-cost users in the bid/project were discussed. These could be bid as an alternate, and depending on the bid numbers and funding package could be awarded accordingly. Applicants whose construction costs are over \$80,000 will be contacted and asked to pay the local share of the amount over the threshold to buy down their cost out of the high-cost category. Those choosing to do so would not be in the alternate bid option. Aafedt was given the go ahead to pursue the buy-down option.

- **NRWD agreement/Webster tie-in** - An agreement with NRWD was developed for the three users being installed under the project that would be turned over and become customers of NRWD. Agreement has been signed by NRWD. Aafedt estimates the local share NRWD would be responsible to pay GRWD is approximately \$30-40,000. Motion by Johnson, seconded by Abrahamson authorizing the President to sign the agreement. All directors voted aye and **motion carried**.

AE₂S is working in the Webster booster area for a connection to NRWD's 16-in line to provide supplemental water to the District. This option is more viable than line paralleling and sets up the District for future options, such as a reservoir, if needed. An agreement for this service is in progress and service would not include a base rate. NRWD would charge out metered water at the contracted Devils Lake city rate plus 25%.

Motion by Abrahamson, seconded by Johnson to approve the November invoices AE₂S (\$43,076.28, \$31,945.25), Swanberg #8 (\$761,972.16), American General #6 (\$226,907.48), John's Refrigeration #7 (\$129,781.26) and crop damage #3 (\$16,750.90) for a total of \$1,210,433.33. All directors voted aye and **motion carried**.

- Property – Lacina reported the property adjoining to the west of the District's office is being put up for sale and he is in the process of inquiry for purchase. Additional space is needed for equipment mobilization and storage in a safe manner. The current budget provides some building funding.
- **2025 Budget** – Proposed budget and budget discussion items were reviewed, along with report from the budget committee. Following completion of the Saunders booster and

North System Capacity project in 2025 and placement into service, operational costs will be more readily apparent for future budget years. Motion by Abrahamson, seconded by Hovendick to approve a water base rate change for those at a current rate of \$35 to \$40, in alignment with the COSA study and a monthly sewer tank replacement fee of \$5. All directors voted aye and **motion carried**. Changes made will be incorporated in the budget and presented for final approval at the December meeting.

- **Fee schedule** – Updated fee schedule for service charges and additional services were reviewed. Motion by Black, seconded by Miller to approve the fee schedule for 2025. All directors voted aye and **motion carried**.

Office manager report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	3,299,107.05	14,135.01

- **Financial report** - October financial report was reviewed and discussed. Motion by Becker, seconded by Miller to approve the financial report. All directors voted aye and **motion carried**. Project report for the current improvement project was reviewed.
- **2 CDs due 11-9-24 & 11-13-24** - Motion by Hovendick, seconded by Johnson authorizing the President and Herda to renew the CDs at the best rate. All directors voted aye and **motion carried**.
- **2025 Calendar** – Motion by Black, seconded by Abrahamson to approve the calendar for 2025. **Motion carried unanimously.**
- **Bylaws review** – Bylaws committee presented a draft copy of the proposed by laws changes and following discussion, additional changes made. Motion by Abrahamson, seconded by Black to approve the proposed by laws changes and submit to the members at the annual meeting for approval. All directors voted aye and **motion carried**.

Membership termination

- David Kosmatka – ElRancho Sub, Lot 3 – purchased lot, no plans to use.

Motion by Hovendick, seconded by Miller to approve the membership termination. All directors voted aye and **motion carried**.

Next regular board meeting will be held December 5, 2024.

There being no further business, the meeting adjourned by motion at 10:22 am.

Minutes Approved: _____ December 5, 2024 _____

Doug Mohr, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____