

GREATER RAMSEY WATER DISTRICT
REGULAR MEETING
September 5, 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; Evan Schoenfish

The meeting was called to order at 7:52 a.m. by President Mohr at the District office.

Minutes from the August 8, 2024 regular meeting were reviewed. Motion by Becker, seconded by Johnson to approve the minutes. All directors voted aye and **motion carried.**

Manager report

- **Evan Schoenfish – construction cost share** – Schoenfish met with the directors to discuss the District’s cost-share policy for privately installed water lines. The line he installed will have another user hooking up within the next year and they will be using a portion of the line installed by Schoenfish. The cost-share policy was first approved in 2008 and has not been updated since. Motion by Becker, seconded by Abrahamson to update the individual membership cost-share policy to approve a 25% cost-share for actual billed out of pocket construction costs over \$5,000 with a maximum cost share limit of \$10,000. All directors voted aye and **motion carried.**
- **North system capacity improvement project**
 - **AE₂S project update** – Completion date of September 1 has passed, and work remains to be completed. The contractor has been back since August 22 and is making progress on bores and plowing. Aafedt asked the directors how to proceed since the contractor is past the substantial completion deadline. If kept on task, work could be completed in 2-3 weeks. There was discussion on final cleanup work as this has been an ongoing issue. GRWD has held out retainage on the pay estimates so costs will be covered if cleanup is not completed. Motion by Becker, seconded by Hovendick authorizing AE₂S to send letter to the contractor providing notice that the project is past the substantial completion date and GRWD’s intent to begin charging liquidated damages after 10 working days following notification. All directors voted aye and **motion carried.** Letter will also remind contractor of the work restriction requirements that are included in the contract. The one-year warranty period for construction begins when the certificate of substantial completion is signed.

Facility – Construction progress updates at the WTP and Saunders booster were provided by Aafedt. Work at Saunders is mostly on schedule. There has been some delay in getting concrete and at this point, Aafedt was not sure how it will affect the time frame for this portion of the contract. The tie-in from the Saunders booster to the 12-inch line may happen in the next few weeks. Contractor has been good to work with and has kept in communication throughout their contract. Photos of the booster site were viewed. Project budget was also reviewed.

Motion by Johnson, seconded by Hovendick to approve the August invoices totaling \$728,920.45 for payment. Invoices include payments to AE₂S (\$32,500 and \$26,262.20), American General #4 (\$575,784.24) and John’s Refrigeration #6 (\$94,374.00). All directors voted aye and **motion carried.**

User expansion – State Water Commission funding for the project was approved and more information should be available in the next month or two from the State Revolving Fund (SRF). A report has been sent to SRF to lay the groundwork for funding. Motion by Black, seconded by Hovendick to authorize President Mohr to sign Amendment 1 to the Agreement for Cost-Share Reimbursement for the 2024 User Expansion. All directors voted aye and **motion carried**. At this time there are 119 commitments to the project. Application of Jeremiah Blahna was reviewed. Analysis done through a combination of hydraulic, financial, and field analysis of the proposed location determined it could not be feasibly served. A letter will be sent along with return of membership, less the \$50 nonrefundable portion.

Design, easement and archaeological work has commenced to keep the project on track for a February bid. The project has been broken into a base bid, along with alternates to be considered dependent on the final grant and financing package. User costs were reviewed based on the alternate and funding scenarios of the project. The directors also authorized easement work to begin for the south transmission line as this would be included in Alternate 4 of the bid. Proposed crop damage prices were reviewed along with those from neighboring systems that had recent projects. The amount for pasture ground was increased from the proposed amount.

Office manager report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	880,084.35	11,405.31

- **Financial report-** August financial report was reviewed and discussed. Motion by Abrahamson, seconded by Hovendick to approve the financial report. All directors voted aye and **motion carried**. Project report for the current improvement project was reviewed.
- **Bylaws review** – Hovendick and Johnson agreed to serve on committee with Lacina and Herda to review the bylaws and propose updates. Discussed were updates to the election process – in person voting prior to the meeting, tie-votes, and voting at large for candidates.

Membership termination

- Tim White – SW¼ 22-147-67 – no longer needed.
- Dennis Walen – 310 Highway 20 NE, Glenfield – unlivable, no longer needed.

Motion by Black, seconded by Johnson to approve the two membership termination requests. All directors voted aye and **motion carried**.

Next regular board meeting will be held October 10, 2024.

There being no further business, the meeting adjourned by motion at 9:01 am.

Minutes Approved: _____ October 10, 2024

Doug Mohr, President _____ (signed)

Sally Herda, Office Manager _____ (signed by Krista J Wold)