

GREATER RAMSEY WATER DISTRICT
REGULAR MEETING
September 10, 2009

DIRECTORS PRESENT: Paul Becker, Doug Mohr, Jay Klemetsrud, Avis Lowe, Les Windjue

DIRECTORS ABSENT: Cindy Brown, Kerwin Borgen

OTHERS PRESENT: Nels Halgren, Sally Burkle – GRWD; Lisa Halvorson; Larry Kassian – Bartlett & West via conference call

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

Minutes from the August 5, 2009 regular meeting were reviewed. Motion to approve the minutes was made by Lowe, seconded by Mohr and with all directors voting aye, **motion carried.**

Manager Report

- **Knuckles Sub Review** – Homeowners have reported times of low or no water pressure in the subdivision. This past weekend was particularly bad with the water tower still out of service and Crary pressures ended up being very low which also affected Tri-County’s supply to Stump Lake for their Labor Day events. Modeling of pressure in the Knuckles subdivision shows highest pressure in the area to be 39 psi. Water was tested yesterday with the plant running and 32 psi was recorded. At times, there is virtually no water available. An email from Larry Kassian, B&W was reviewed to determine possible improvements to provide increased pressure to the users. Kassian indicated the best option may be a small booster which would deliver 25 gpm. Halgren thought approximate cost to install a booster for this area would be approximately \$20,000. Motion by Windjue, seconded by Klemetsrud to direct Halgren to obtain a cost estimate and bring it to the next meeting. All directors voted aye and **motion carried.** Kassian, via conference call, stated the 25gpm booster design would be sufficient to handle 20 homes and would not affect users along the 4” line leading to the subdivision.
- **Southern Nelson Expansion Project – Lisa Halvorson – 8:30 a.m.** – Halvorson met with the board to discuss line extension to an area in southern Nelson County. The Halvorson’s drilled a well and have experienced both quality and quantity problems at their site. They hope to build at this location and moved into the area after the last expansion project was completed, so they didn’t have an opportunity to sign to for service. At present, Halvorson stated there are four people in the near vicinity that are interested in adding rural water to their properties. Approximate cost for these four users is \$40-50,000. There was general discussion in determining interest in the southeastern portion of the district’s service area as this is an area that has no rural water service. Larry Kassian, B&W was available via conference call to discuss funding availability for smaller projects. Kassian stated available funding can be used for any size project which could also include areas needing line paralleling or improvement. Halgren has been compiling a list of names of parties interested in participating in an expansion project. The first step would be to determine interest and develop a project to get on the listing for funding. Motion by Windjue, seconded by Lowe to start the investigation process to determine interest in an expansion project. All directors voted aye and **motion carried.**
- **Tower Painting** – Kassian informed the board there is approximately 3 weeks of work remaining on the tower project, weather permitting. Project should be close to being finished by the completion date of September 30.

- **Pay Estimate #1 - \$88,587.00** – Motion by Windjue, seconded by Klemetsrud to approve Pay Estimate #1 in the amount of \$88,587.00 for the Elevated Tower Corrective Maintenance Project. Upon vote, all directors voted aye and **motion carried.**
- **Tour** – The board will tour the tower work and progress at the conclusion of the meeting.
- **Budget Schedule** – Schedule for the 2010 budget was discussed. A preliminary budget will be presented at the November meeting with final budget approval tentatively scheduled for December. Halgren indicated a lot of capital expenditures have been incurred over the last couple of years and at this time, should be minimal for the next budget year.
- **Water Loss Review** – The District’s loss numbers in the Ramsey north area were reviewed. A lot of line has been checked in the north area in an effort to locate the source of water loss. Valves and pressure testing have been completed in several areas. In the testing process, a valve east of Kraft’s Corral failed and had to be repaired. Halgren is unsure whether that was the source of the leak or if exercising the valve caused the failure. Area is holding pressure following the repair work and it is hoped this where the loss has been occurring. Daily pump totals have gone down since this work was done. Production and loss numbers will continue to be monitored in the next couple of months.
- **Prairie wood Sub** – A meeting of the lot owners is scheduled toward the end of the month to vote on the rural water proposal. There is no concrete verification of the federal funding for the project as it is still pending in Congress. There was discussion on whether the subdivision vote will include whether to keep the existing 2” line viable to reduce hookup costs to the homes if the project is developed. GRWD would like additional information about the infrastructure prior to taking it over to ensure their system can handle pressures, etc maintained by GRWD. If the subdivision approves the project, GRWD will begin the process by collecting the \$50 feasibility fee with funds to be placed in a separate fund dedicated to the project.
- **Development in GRWD service area** – Leonard Gasparre had previously requested (July, 2009) a study for water and sewer service on some property located along 8th Ave, just south of Pops. Gasparre is proposing a 150 unit apartment building and was requested to provide additional information to move the request forward. Gasparre was also advised the area lies within the City’s extraterritorial area. Since that time, the City has annexed an area that includes this location, along with land down to their water treatment plant. There was some discussion on the City-GRWD agreement for services provided by the City in the District’s service area and how to handle the loss of potential customers. Other rural water systems have agreements in place with their nearby cities that address service requests in areas annexed by cities that lie within the rural water’s service area. Due to the water and sewer needs of this proposed building, GRWD will not seek any type of reimbursement or loss of income. However, the District wants to maintain their rights and Halgren was directed to contact Attorney Hager to research the District’s rights and to draft a letter to the City regarding service to Gasparre.
- **Floor Drain to sewer system in garage** – Halgren received a request for placement of a floor drain in a garage with the drain plumbed into the sewer system. The sewer ordinance does not permit these types of connections, but the directors stated it would be allowed if a sediment structure box is installed that collects debris.
- **Campground – Eagle Bend Land Development** – A campground is being developed near the Eagle Bend area and is proposing to utilize the lift station in service for Henegar Landing. Halgren stated two septic tanks would be needed for the 33 proposed seasonal sites. Motion by Windjue, seconded by Mohr to allow for the transfer of two special

assessments from Eagle Bend Land Development's available transfer listing. All directors voted aye and **motion carried**.

Office Manager Report

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

	<u>WATER</u>	<u>SEWER</u>	<u>CHECK #</u>
TOTALS	249,565.98	10,873.84	

There was discussion on seriously delinquent sewer billing for customer that has been turned over for small claims and collection actions. District will like to consult with Attorney Hager to check into the rights and options available to GRWD, including possible disconnecting from the sewer system.

- **Financial Report** – Financial information of the District for August was reviewed. Motion by Lowe, seconded by Windjue to approve the financial report. **Motion carried**.
- **2008 Audit** – Audit report for 2008 was reviewed and discussed with Mohr providing an overview of the report. Motion by Mohr, seconded by Windjue to accept and approve the 2008 audit report. All directors voted aye and **motion carried**.

Membership Termination

- Tim & Janet Short – NE¼ 26-147-62 for nonpayment – Motion by Mohr, seconded by Lowe to terminate the membership of Tim Short for nonpayment. All directors voted aye and **motion carried**.

There being no further business, the meeting adjourned by motion at 10:35 a.m.

Minutes Approved: October 8, 2009

Paul Becker, President (signed)

Sally Burkle, Office Manager (signed)