

**GREATER RAMSEY WATER DISTRICT  
REGULAR MEETING**

April 8, 2010

**DIRECTORS PRESENT:** Paul Becker, Doug Mohr, Cindy Brown, Kerwin Borgen; Les Windjue, Jay Klemetsrud

**DIRECTORS ABSENT:** Avis Lowe

**OTHERS PRESENT:** Nels Halgren, Sally Burkle – GRWD; Dale Moench, Barry Cox – DL Rural Fire Dept

The meeting was called to order at 9 a.m. by President Borgen at the District office.

Minutes from March 4, 2010 regular meeting were reviewed. Motion to approve the minutes was made by Mohr, seconded by Klemetsrud. All directors voted aye and **motion carried.**

Dale Moench and Barry Cox, DL Rural Fire Dept met with the board to discuss the water bill that was sent to the City of Crary. The Crary Fire Hall furnace quit in December and froze the water pipes. An invoice of \$2,813.75 was submitted to the insurance company for the gallons lost in the water break. This portion of the claim was not covered under the insurance policy. The Fire Dept sent a letter of request for some type of agreement or consideration on the bill. Measures have been taken at the fire hall to prevent this from happening again. Cost of the water was discussed, along with the limited means of funding for the fire department. Motion by Windjue, seconded by Brown to adjust the bill to \$500 and to allow the fire department to pay the amount as they are able. All directors voted aye and **motion carried.**

**Manager Report**

• **Prairiewood Sub**

- Set bid opening – Motion by Windjue, seconded by Mohr to set bid opening for the project April 30, 2010 at 11 a.m. at the District office. All directors voted aye and **motion carried.**
- Set completion date – Motion by Becker, seconded by Brown to set August 15, 2010 as the major completion date with final completion date of September 15, 2010. All directors voted aye and **motion carried.**
- Review customer hook-up options – With the project to use the existing curb stops, there could be a problem metering usage on those connections that have a hydrant located off the service line going into the house. Options that could be offered to ensure all water usage is metered include connecting hydrant to a line that comes out of the house, use of meter pit or removal of hydrant. For those wishing to use a regular or shallow meter pit, the user will be required to purchase the pit from GRWD. A letter will be drafted to the users outlining hookup options.
- Review attorney's letter – Correspondence from Hager was reviewed and will be kept on file.
- Project Comments – Barry Cox stated with paving work on the Woods-Rutten road to be done this year, the District may wish to have line installation to the bridge completed before paving work begins. Status of easement work was reviewed. Most of the easements have been obtained. There are a few that remain to be returned. Class II and Class III Cultural Resource Inventories have been completed with no areas of special concern that should be avoided during development of the project.

- **Meter update at Glenfield meter vault** – At the last meeting, Halgren had provided a price for a two inch compound meter. The District had a two inch meter on hand and used it at the Glenfield site. Initial readings from this meter show usage is up about 600 gallons, although usage was up system wide. Halgren feels some gallons are being captured that were being missed on the prior meter due to low flow conditions. Readings will continue to be monitored.
- **Acorn Ridge Grant and construction review** – GRWD has been awarded \$110,000 in CDGB grant funding for relocation of sewer lines at Acorn Ridge and is a 50% grant. Halgren has worked on some new cost estimates and split the project into two components, one for the west side and the other for the east side of Highway 20. Road work through the Acorn Ridge area is scheduled for 2011. Both components were reviewed, along with a breakdown of users over 1460 and below 1460 elevation. Users on the west side would be dike protected after work is completed. There was discussion on funding for the non grant portion of the project area. Cost participation for users in other areas of the system in the past was reviewed – Rocky Point users had a cost share in the nongrant portion of CDBG work in their area in 2006. The District has not accepted the grant funding at this time. Work on the west side of Highway 20 is fairly straight forward. There are still decisions that have to be made for the dam and highway work that will impact utility service to those users on the east side. Motion by Becker, seconded by Windjue to send a letter to North Central Planning Council to accept the grant, along with GRWD’s financial ability to pay for the non grant portion of the project and to send letters to the users on both the east and west sides to inform them of possible work in their areas with the west side users being asked to pay for a portion of the non grant funding up to a maximum of \$1000 per house hold. All directors voted aye and **motion carried**. Grant funds must be spent within 18 months.
- **Mission Statement Review** – Current mission statement was reviewed and changes to be considered at a later date.
- **FEMA audit** – Halgren reported FEMA was onsite to inspect records from the 2001 disaster. GRWD had all documentation in place to FEMA’s satisfaction.
- **Sewer System Review** – Areas of the system were reviewed. The Rocky Point lift station had begun to take on water this week and it was found that ice had knocked off the cap from the force main at the Meier lift station and siphoned into the manhole. This has been taken care of. There will likely be only one home left on this station. Access to this lift station is also becoming compromised. With lake close to the road, the Retreat Center lift station is becoming vulnerable. Four homes and the Rocky Point lift station enter into this site. A couple of locations in north Lakewood may be at risk. There is also an area in south Lakewood that has become vulnerable. Inflows into the system increased by approximately 2 million gallons last month. Staff are checking for areas of infiltration and/or sump pump usage. System is being monitored as lake levels continue to increase.
- **Creel Township road opening permit** – Klemetsrud spoke on behalf of the township and requested GRWD to assist in road opening permit requirements in South Creel Township where roads are crossed for water and sewer line installations. With the number of paved roads in the township, there have been problems with roads not being fixed when services have been installed. Motion by Windjue, seconded by Brown to require a township permit to be in place before water or sewer installation is approved by GRWD. All directors voted aye and **motion carried**.
- **Water Credit – Schoolhouse Café, Grace City** – Borgen presented a verbal request from the Schoolhouse Café for forgiveness on some of their usage due to a water leak. The café is community run and operates within a tight budget. The meter is located in a

meter pit and the line was tied into a well line. Valve at this location failed and rural water was feeding into the well. GRWD was on site several times and advised the café there was a leak. It took some time for the Café to locate the leak and it has since been fixed. Water use dropped drastically after the leak was fixed. Motion by Windjue, seconded by Becker to credit the account \$750. All directors voted aye and **motion carried.**

**Office Manager Report**

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

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>63,295.65</b>	<b>11,679.34</b>

- **Financial Report** – Financial information of the District was reviewed. Motion by Brown, seconded by Klemetsrud to approve the financial report. **Motion carried.**

**Membership Termination**

- Kurt & Sandi Weaver – Oakway Sub, Lot 27, Flooded - Motion to approve termination request was made by Klemetsrud, seconded by Mohr and with all directors voting aye, **motion carried.**

**Other Business**

- **GRWD credit card** – Motion by Klemetsrud, seconded by Brown to obtain GRWD VISA credit card with a \$10,000 limit with all employees and board of directors authorized to use for travel purposes associated with Greater Ramsey Water District. **Motion carried.**
- **1926b law, annexation, etc** – Information was sent to the directors and will be placed on agenda at future meeting.
- **Knuckles Booster** – Halgren has received one bid and will continue to obtain bids for other options.

Next meeting is scheduled for May 6, 2010 at 9 a.m.

There being no further business, the meeting adjourned by motion at 11:20 a.m.

Minutes Approved: \_\_\_\_\_

Kerwin Borgen, President \_\_\_\_\_

Sally Burkle, Office Manager \_\_\_\_\_