

**GREATER RAMSEY WATER DISTRICT
REGULAR MEETING**

November 4, 2010

DIRECTORS PRESENT: Paul Becker, Doug Mohr, Kerwin Borgen, Les Windjue, Jay Klemetsrud,

DIRECTORS ABSENT: Cindy Brown

OTHERS PRESENT: Nels Halgren, Sally Burkle – GRWD; Terry Aronson, Kim Zinke

The meeting was called to order at 9:05 a.m. by President Borgen at the District office.

Minutes from October 7, 2010 regular meeting were reviewed. Motion to approve the minutes was made by Klemetsrud, seconded by Mohr. All directors voted aye and **motion carried**.

Manager Report

- **Budget Committee update** – Mohr reviewed preliminary budget numbers and there was general discussion of budget items. It was noted the percentage of water to sewer customers has changed from a 70/30 water to sewer split to approximately 75/25. Budget items for shared expenses will be adjusted to reflect the new percentage. Other major changes in next years' budget will be water and sewer crossing work related to dike work and road raises.
- **Health insurance costs review** – Insurance costs were reviewed. It is anticipated that a 7.5% increase in the ND PERS plan could be implemented in July when the new state biennium begins. With the new health care reform, all groups in the ND PERS plan are asked not to make changes in the amount of coverage provided to employees as it could jeopardize the plan for the whole state. Options to contain insurance costs were reviewed and District will continue to cautiously investigate options.
- **Salary survey review** – Review of salaries was reviewed. Halgren used an average between the medium and large systems in the NDRWA survey supplied to the directors. Numbers in the budget reflect a two percent wage increase.
- **Woodlea Sub - request** – Terry Aronson and Kim Zinke met with the District to discuss service in the Woodlea Subdivision and surrounding area. Halgren reported the waterlines through this area have been located to aid in planning their lots. Halgren was looked at the sewer system and indicated the lift station looks to be in good shape. There may be issues with access to some of the manholes within the existing subdivision. Concerns with maintenance at the lagoon were also expressed by Halgren. Currently, one cell is in use and it appears work has been started on a second cell, but was not completed. The plan for sewer service by the initial developer was for three cells, 100' x 100'. Currently there are nine water users in this area and expansion could include approximately 20 additional services. Zinke indicated currently 4 lots have been spoken for with two more that are tentative. This area would be protected by the dike. Halgren stated he would like to have an assessment made of the existing sewer system. Motion by Windjue, seconded by Mohr to authorize Bartlett & West up to \$2500 to investigate the sewer system to assess the condition, potential and alternative for growth. All directors voted aye and **motion carried**. Aronson and Zinke indicated they would be willing to share in some of this cost or of costs in excess of \$2500.
- **Easement letter – Norwell Law Office** – Letter from Nordwall to Attorney Hager was reviewed concerning easement in the SE¼, Township 153 North, Range 62 West. Motion by Becker, seconded by Klemetsrud to approve the proposal outlined in the October 15, 2010 correspondence for execution of an easement on the referenced property. **Motion carried**.

- **Dike /crossing committee update** – Halgren reported he had recently attended an MR&I joint meeting to pursue funding for the District’s expenses in relocating water and sewer crossings in the Highway 19 and Acorn Ridge areas. In conversations with the City engineer, the crossings could be included in project costs if City bids for work are favorable. If not, the District would need to fund the work. At this point, the District will continue to pursue funding. Halgren stated his next step would be to follow up with state engineer Todd Sando with information on the COE’s compensable opinion, maps and other pertinent information.
- **B&W SA – Sewer and Water Relocation** – Motion by Mohr, seconded by Windjue to approve SA #25 to Bartlett and West for water and sewer line relocation around Devils Lake. All managers voted aye and **motion carried**
- **Haybale Heights campground update** – Halgren reported water lines are being installed at this time for water service to the campground. Easements have been acquired and the contract for service is being drawn up. This District has approved upsizing the main line from 2 to 3 inch to allow for future growth.
- **Prairiewood** – The District has fixed one leak so far within the subdivision. There was one home that did not sign up for rural water and this curb stop has been locked.
- **Fire Protection** – One of the directors questioned the District’s policy of not providing fire protection. District has relied on engineer’s recommendations on system design and this has not been included in the past. Those desiring fire protection have been told it is on an “as available” basis (Camp Grafton) or storage needs to be in place. When needed, it is generally a large volume of water, but would occur over a short time period. Halgren will again check with the engineer to check into the availability of fire protection for businesses within the system.
- **Water Service to Pekin** – Halgren met with Pekin’s city council to discuss the potential for rural water service to the town. The City indicated they may be interested. Pekin currently has 15,000 gallon tank for storage and averages usage of 5000 gallons per day. Fire protection and peak flows were also discussed. Status of the Section 594 funding legislation was reviewed.
- **Knuckles booster station** - Concrete work was completed by GRWD as local contractors have been too busy. Building has been moved on site. The hookup will be completed in spring.

Office Manager Report

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

	<u>WATER</u>	<u>SEWER</u>
TOTALS	57,175.39	19,456.55

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

Membership Terminations

- *Grant Lindell – Oakway Sub, Lot 26 – Flooded*
 - *Thelma Olson – Woodland Place, Lot 13 – Request suspension w/s*
 - *Young Family Cabin – Lakefront Pk Addn, Blk 2, Lot 2 – w/s*
 - *Mark Shipley – Woodland Place, Lot 12 – Request suspension w/s*
- Motion by Windjue, seconded by Klemetsrud to approve the termination/suspension requests. All directors voted aye and **motion carried.**

Other Business

- **Board training session** – Lakota – October 26, 2010 – Three of the board members and Halgren attended the session.

Next meeting is scheduled for December 9, 2010.

There being no further business, the meeting adjourned by motion at 10:45 a.m.

Minutes Approved: December 9, 2010

Kerwin Borgen, President _____ (Signed) _____

Sally Herda, Office Manager _____ (Signed) _____