

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

October 7, 2010

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

OTHERS PRESENT: Nels Halgren, Sally Burkle – GRWD; Larry Kassian – Bartlett & West

The meeting was called to order at 7:55 a.m. by President Borgen at the District office.

Minutes from September 9, 2010 regular meeting were reviewed. Motion to approve the minutes was made by Mohr, seconded by Klemetsrud. All directors voted aye and **motion carried**.

Manager Report

- **Budget Committee** – Borgen and Mohr agreed to work on the budget committee to assist in preparation of the 2011 budget.
- **Microcomm Contract Renewal** – 2010 was the first year of the service contract with Microcomm for coverage on the SCADA system. Coverage was obtained following expiration of the warranty period. Motion by Brown, seconded by Becker to approve the extended service warranty contract with renewal date of 11-1-10. All directors voted aye and **motion carried**.
- **FEMA PW review** – Project worksheet for 2010 was reviewed. FEMA has determined no eligible damage at all seven sites identified by the District. Halgren stated there is an appeals process if the District chooses to appeal the determination. Creel South Township has been approved for fill to access the manhole at Burke & Washington. The Township has not accepted this site yet and there was some discussion if the District should participate in the local cost share (15%) to allow access to the manhole that is currently serving a number of homes. The north area served by this manhole provides service to homes at a higher elevation than the homes on the south side of the manhole. If work is done, the road would be raised 9” and would likely be inundated again next spring. Halgren will check with Jason Bednarz, Creel South Township to see what options may be viable. Following discussion of FEMA’s project worksheet, Halgren stated he would sign, but not indicate concur or nonconcur with their determination.
- **Fall Construction** – Halgren reported there are approximately 15 installs yet to be completed on the water system this season. The Retreat lift station has been shut down and the septic tank at the Retreat Center will be pumped next spring so they can have full use of the tank next year. Rerouting the Retreat Center’s water service to the north side of the valve on the main will be quite an undertaking as the line would have to be bored through a treed area. The board indicated as long as the main line is viable, it will be kept available to those who want to use it. Pallansch’s sewer has been hooked back up into his old drain field. His septic tank was in tough shape and was reinforced when it was connected to the drain field. Mertens’ campground water line work is also scheduled for installation this fall.
- **Easement encroachment** – Halgren reported on encroachment to the easement area of the main transmission line east of Devils Lake. Photos were shown to the directors. The easement is 50 feet on both sides of the main transmission line and the photos show trees, sign, posts for fencing and a rock lined swale for drainage. Halgren will have Attorney Hager formally notify the landowners of the easement encroachment and inform them of the District’s rights under the easement.

- **Easement letter – Norwell Law Office** – Halgren reviewed correspondence from Norwell Law Office on an invalid easement in place in the SE¼ Section 22, Township 153 North, Range 62 West (Stevens Twp). Review of the ownership at the time of the water project and easement acquisition shows the original easement was signed by someone with the same first and last name, who also happened to own property near that area. Motion by Becker, seconded by Mohr to give attorney Hager leeway to negotiate with the current owner’s attorney and to allow a transferable membership within the easement area. All directors voted aye and **motion carried**.
- **Prairiewood Update and Pay Estimate #3 approval** – Water service to the subdivision was completed October 6, 2010. Halgren flushed over the weekend so two consecutive passing samples could be taken. Samples passed on Monday and Tuesday. Wells were then capped, final connections made and lines were flushed. Residents within the subdivision were informed they could use the water and hydrants to flush as needed through October 15, 2010. On October 15, the hydrants will be locked and meters read with readings to be used as the start reading on the billing. Curb stop for the one home that has not signed up for service was shut off. Letters will be sent to Cox and Eastbay informing them rural water service is now available. Seeding and cleanup work remain to be completed. Larry Kassian, B&W and Halgren will conduct an inspection and develop a checklist of items to be completed to close out the project. Pay estimate #3, in the amount of \$87,754 was reviewed. Remaining balance on contract is \$49,165. Motion by Windjue, seconded by Klemetsrud to approve pay estimate #3 - \$87,754 for payment. All directors voted aye and **motion carried**. The Corps of Engineers may have some grant funding left as Langdon’s project was substantially less than estimated. The District will submit all costs associated with the Prairiewood project and request additional funding, if available.
- **Dike/crossing committee** – Halgren reported he had spent 1 ½ hours on conference call with COE concerning crossings. It has been determined GRWD is compensable on all crossings, except for Acorn Ridge and Highway 19. There are going to be a lot of issues with the dike over the next two years and Halgren would like a couple of directors to sit on a committee as the matter is becoming political and will involve working with the SWC, legislators, etc for funding and other issues as they arise. Klemetsrud and Becker volunteered to serve on this committee.
- **COE Crossing opinion** – Halgren stated there are a couple types of crossings and the COE specifies that ductile iron be used. Halgren would like the COE to sign off on the use of PVC on the crossings.
- **B&W SA – Sewer and Water Relocation** – With the number of issues involved in the dike crossings, Halgren requested the directors to authorize Bartlett & West to investigate impacts to the system design with crossing areas and to check into alternatives that could be used to move away from some of the crossing areas, especially in the Highway 19 area. Kassian stated the COE opinions are not good news for the District. The District needs to develop a plan if GRWD will be seeking funding for crossing/reroute work. Motion by Becker, seconded Windjue to authorize an SA for Bartlett & West to review GRWD’s water and sewer system and come up with an estimate for work. All directors voted aye and **motion carried**.
- **Expansion/Grant discussion** – Use of the Section 594 funding for system expansion was discussed. Halgren will meet with the City of Pekin to determine their interest in rural water. In addition to those who have paid the feasibility study fee, a listing of others interested in receiving rural water is on file with the District. Funding would be available for 2011.

- **Sewer/Water suspension policy** – Options offered to water members when mains serving users are shut down due to flooding were reviewed, along with the county ordinance being used for tank abandonment/reconnection on the sewer side. There has been a request to suspend the monthly fee in winter until spring so an evaluation can be made if service would then be used. At present, lines are still viable. For those still using the system billing will not be suspended. For those who have no structure, the billing can be suspended until service is requested and approved by the District following evaluation of viability. Directors stated Halgren is interpreting the rules as best he can under the flooding circumstances and uniqueness of individual services.
- **Acorn Ridge change order #1** – Plan has been changed some to utilize some of the existing line and to place a cleanout, instead of manhole to bring down some of the project costs. Changes have resulted in a decrease of \$23,330 to the contract. Black hopes to be able to start work in a couple of weeks. Motion by Klemetsrud, seconded by Brown to approve change order #1, resulting in a decrease of \$23,550 to the contract. All directors voted aye and **motion carried**.

Office Manager Report

- **Accounts Payable** – Motion by Mohr, 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>
TOTALS	130,225.24	17,559.05

- **Financial Report** – Financial information of the District was reviewed. Motion by Klemetsrud, seconded by Brown to approve the financial report. **Motion carried**.
- **Prairiewood Project – Local cost share** – Local cost share will be calculated upon project completion and transfer made at that time.

Membership Terminations

- **GE Westlind** – Baughmans Sub, Lots 35-37 – Flooded
- **Grady Albrecht** – Stotlars 1st, Lot 69-70+ - requests suspension. Motion by Becker, seconded by Mohr to approve the termination/suspension requests. All directors voted aye and **motion carried**.

Other Business

- **Board training session** – Lakota – October 26, 2010 – 6-9 p.m. – Several directors indicated they would be interested in attending. Directors will be contacted about a week ahead so registrations can be sent in.
- **National Rural Water Convention** – Borgen, Mohr and Halgren reported on the national convention recently held in New Orleans.

Next meeting is scheduled for November 4, 2010.

There being no further business, the meeting adjourned by motion at 10:04 a.m.

Minutes Approved: November 4, 2010

Kerwin Borgen, President _____ (signed)

Sally Burkle, Office Manager _____ (signed)