

**GREATER RAMSEY WATER DISTRICT
REGULAR MEETING**

September 9, 2010

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

DIRECTORS ABSENT: Cindy Brown

OTHERS PRESENT: Nels Halgren, Sally Burkle – GRWD; Delegation from St Olaf Retreat Center, Kevin Fieldsend – Ramsey Co Hwy Supt

The meeting was called to order at 8:05 a.m. by President Borgen at the District office.

Minutes from August 5, 2010 regular meeting were reviewed. Motion to approve the minutes was made by Becker, seconded by Klemetsrud. All directors voted aye and **motion carried.**

Manager Report

- **Prairiewood Sub – Pay Estimate #2 Approval** – Motion by Mohr, seconded by Klemetsrud to approve Pay Estimate #2 in the amount of \$222,361.00. All directors voted aye and **motion carried.**
- **Spirit Lake Tribe Agreement** – Halgren reported a letter had been sent in February, 2010 to Spirit Lake nation concerning the expansion project. There was no response to the letter. Since construction began, Halgren received contact from the reservation asking if construction was on the reservation and if so, that an agreement needs to be in place. All pipeline installation is on public right of way and private easement. A proposed agreement that was submitted to the tribe in February was reviewed. Motion by Becker, seconded by Mohr to authorize the chairman to sign the “Spirit Lake Service Area Agreement” between Spirit Lake Tribal Government and Greater Ramsey Water District. All directors voted aye and **motion carried.**
- **Prairiewood Update** – Halgren reported Haggart’s crew had reached the meter vault location at East Bay campground yesterday. Pay estimate pays for work through the subdivision. Remaining work is the Highway 2 crossings and approximately 40 acres. Meters to the owners in the subdivision are being issued from the office and are being installed. The route was changed toward the south end of the subdivision due to wires, gravel, etc. One owner in the subdivision will not have water as he has not signed up for rural water service. Lake crossing quantities were estimated short due to plan development when the lake was at a lower elevation. Since this added significant cost to the project, some bored road crossings were eliminated. The contractor may not make the September 15, 2010 date, but has made a good faith effort. Halgren has been telling the new users water should be available close to October 1, 2010. The Association is having their annual meeting this upcoming weekend and Halgren has asked what they want to do with the wells. GRWD will cap off the line at the existing system. The existing distribution line has been crossed a couple of times and Halgren has looked at the pipe to see if he can locate rating information on the pipe. Pipe exposed so far hasn’t provided any pipe information. Billing start dates were also discussed.
- **Acorn Ridge Bids** – The time showing 9 a.m., motion was made by Mohr and seconded by Windjue to declare the bids closed, with bids received to be opened at a later time in the meeting. **Motion carried.** The records note one bid has been received.
- **Sewer Review** – Lakewood area – Halgren reported the Ken Hall lake lot and Young cabin are being served by the manhole in Washington Street. Halgren wanted to cut off the lower tanks to reduce infiltration problems and has encountered resistance from Hall. It was found that Hall has an apartment in his garage at the lake lot that is using the

sewer. The District has been doing some televising of lines and infiltration of ground water into the septic tanks has been observed. FEMA has conducted 4 inspections of this area in Lakewood and since the sewer is currently functioning, there doesn't appear to be any help to reroute some of these lines. FEMA now indicates they may provide gravel for access to the manhole on Washington St. There was some discussion of the need to do something this fall to protect the system as a whole and to provide some protection to the north area that uses the same manhole as the lower lake lots. There was also discussion on cutting off the lower lake tanks the first of November, as opposed to waiting until spring, when conditions would be unknown. The west area was also reviewed. Indications on the Morris/Bittner line show the system isn't leaking too bad; Shipley-Olson locations okay at present and would wait to see what happens with the lake level before determination needs to be made. The road may be built up to the Retreat Center location. Kevin Fieldsend, RC Hwy Dept joined the discussion to explain FEMA's assistance for the Retreat Center road. FEMA has approved 95 yds of fill and 440 yds of rip rap to bring the road back to where it was before the declared disaster. This does not raise the road. A delegation from the Retreat Center met with the board to review options for the sewer service. In call made to the township, it was explained that the township is not putting any funding into road work through this area. Homeowners are funding work on the north end and the church would need to fund work on the south end. The delegation requested the amount of their share as funding would need to be approved by their Council. Approximately \$3,000 would be the share for the Retreat Center for road work, but does not address the issues and concerns with the rural sewer system. Power at the Retreat Center lift station was unplugged overnight and the station filled with 700-800 gallons indicating infiltration and fixing the road may not help as infiltration is occurring in the wet well of the lift station. The dry well is also experiencing infiltration and cost to grout and seal the barrels is expensive. Pallansch would be able to connect back into his drain field. The septic tank at the Retreat Center has not been pumped yet to determine if infiltration is affecting the tank. The delegation asked if there was any way to reroute the sewer to hook back into a less vulnerable area of the sewer main and what those costs could be. The delegation also requested to leave their system as is until spring. Motion by Klemetsrud, seconded by Mohr to keep service going to the Retreat Center until October 1, 2010 (Retreat Ctr will be closed for season) and have the septic tank pumped so tank can be checked for infiltration. All directors voted aye and **motion carried**. GRWD will continue investigating viability of sewer service through this area and will keep the Retreat Center informed.

There was also the question of rerouting water service to the north side of the nearby valve to offer protection for continued water service to the Retreat Center.

Water and sewer crossings for the Highway 19 embankment/road raise were discussed. The COE has not determined compensability of existing lines and Halgren is concerned the District will be required to relocate utility lines and be expected to bear the cost to relocate the facilities. At present, there has been no clear direction from the Corps on what action may be needed. Relocation at the District's expense would be very expensive to the system and there was discussion on how the District would be able to bear these costs.

- **Acorn Ridge Bid Opening** – One bid was received for work on the west side of Highway 20 to reroute water and sewer service. Bid of Black Construction was opened and announced, \$56,669.50. Work will keep service to 12 customers, all over 1460 elevation and dike protected. Project funding was discussed. CDBG grant funds up to \$125,000 (62.5%) are available for the entire project area (both west and east sides of

Highway 20) with state paying for 25% of construction costs, leaving approximately 15-18,000 in cost to GRWD. Current bid work does not include reroute work for Reiner or Ratzlaff. Motion by Klemetsrud, seconded by Windjue to award the bid of \$56,669.50 to Dean Black. All directors voted aye and **motion carried**. Project has a November 15, 2010 completion date. Halgren will check with Rick Anderson, administrator of the CDBG grant, to be sure grant funding will be available with only one bid being submitted and discuss a change order to the project to determine why engineers estimate was 40% over bid.

- **Expo and Travel Policy** – Policy for travel for District officials and spouses was discussed. Motion by Windjue, seconded by Becker to approve the following policy regarding travel: GSA meal allowance rates for out of state travel for manager and directors; lodging for directors and manager; to authorize two directors and manager to attend national rural water convention annually, with daily per diem pay for directors; travel costs (plane tickets, taxi, etc) for board and manager to be paid; expenses for spouse’s travel to be paid individually. All directors voted aye and **motion carried**.
- **Expansion discussion – grant, timeline** – Currently a grant for expansion in the SW Nelson County area is being written into federal appropriations and once the bill passes at the subcommittee level, chances are good for funding to be awarded. Grant would be run through the Corps of Engineers 594 program. Funding would be available in 2011 for the project. A letter from the City of McVile was reviewed proposing an option of purchasing water from McVile for distribution to the City of Pekin. Halgren will contact the City of Pekin to meet with their council to see if they have interest in being served through rural water.
- **Haybale Bay hookup proposal** – The board reviewed two proposals from Starkweather Plumbing & Heating for connection of the Haybale Bay campground to rural water. Costs for running a 2” line was \$15,900 with costs for a 3” line to the campground at \$18,580.00. Both hookups would use a 2” Highway 2 crossing. GRWD would do the tap and valve off the main to be consistent with assistance to other hookups. Usage requirements and base rate were reviewed. Motion by Becker, seconded by Mohr to approve a 2” Highway 2 crossing, with GRWD to do the tap and valve off the main, with the District to pay for the difference to upsize from a 2” and 3” line and to set the monthly rate at a 5 unit water allocation, \$84 monthly base rate. All directors voted aye and **motion carried**.
- **Tolna Meter Reading Request** – The City of Tolna has requested a proposal for GRWD to read their water meters on a monthly basis. There are approximately 50 meters in town. The directors reviewed a proposal drafted by Halgren. Motion by Windjue, seconded by Becker to approve the proposal and forward to the City of Tolna for consideration. **Motion carried**.
- **Knuckles Booster** – Work has not started on the booster because of time constraints due to flooding work, Prairiewood project and normal summer work. Halgren stated he will try to get a start on the project.

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	373,047.63	10,989.16

- **Financial Report** – Financial information of the District was reviewed. Motion by Mohr, seconded by Windjue to approve the financial report. **Motion carried**.
- **CD Renewal Information** – CD renewal information from 8-23-10 was reviewed.

- **Pledge of Assets Report** – Report through June 30, 2010 was reviewed and noted additional pledging is needed from First State Bank of Munich to cover CD interest payment amount. Motion by Becker, seconded by Mohr to approve the pledge of assets report noting the additional pledging requirement from First State Bank of Munich. All directors voted aye and **motion carried.**

Membership Terminations & Transfers

- Listing of 5 membership terminations and 3 transfers was reviewed. Motion by Windjue, seconded by Mohr to approve the terminations and transfers as listed. **Motion carried.**

Next meeting is scheduled for October 7, 2010.

There being no further business, the meeting adjourned by motion at 10:50 a.m.

Minutes Approved: October 7, 2010

Kerwin Borgen, President (Signed)

Sally Burkle, Office Manager (Signed)