

GREATER RAMSEY WATER DISTRICT REGULAR MEETING

February 10, 2011

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

OTHERS PRESENT: Nels Halgren, Sally Herda – GRWD; John Osborne, Lakewood Park Bible Camp

The meeting was called to order at 9:00 a.m. by President Mohr at the District office.

Minutes from January 6, 2011 regular meeting were reviewed along with minutes from reorganization meeting of February 8, 2011. Motion by Borgen, seconded by Klemetsrud to approve the minutes. All directors voted aye and **motion carried.**

Manager Report

- **Woodlea Sub/Acorn Ridge set bid date** – Halgren indicated the plans have been put together for the project. The Corps of Engineers has given answers on how the crossings are to be done. The project is broken into several options for bidding. The CDBG grant percentage is 62%. Options include the east end, north end around the dike to serve Reiner and possibly two additional services, Woodlea, and individual lift station to user affected by dike alignment. Halgren estimates the Woodlea portion to be \$25-26,000, which would be a cost to the developer. Motion by Windjue, seconded by Borgen to advertise for bids and set the bid opening date for March 3, 2011. All directors voted aye and **motion carried.**
- **Building options** – The bill of sale for the current GRWD office building was reviewed. It appears the County is not too interested at this time in acquiring this facility and Halgren has been approached by a couple of individuals interested in the building on a sale or long-term lease basis. Halgren was directed to continue to explore sale/lease options and to get estimates on moving the building to the new office location. Estimate to include two options – the original building and the building plus addition.
- **New building – Budget Update** – Halgren updated the directors on the work completed to date on the new building. There was discussion on floor covering options and costs. Motion by Windjue, seconded by Brown to authorize up to \$15,000 for office furniture and floor coverings. **Motion carried.**
- **Assembly of God Request letter, John Osborne** – Osborne met with the directors to discuss the monthly sewer rate as it pertains to their operations. Lakewood Park Bible Camp currently pays for 20 tanks each month and Osborne requested a review of their fees and how the rate increase affects their operations and budget. The rate increase would add \$1200 annually to their cost of operation and was not included in their budget. Usage within the camp is limited this time of the year. Osborne also stated the Bible Camp has allowed the District access for relocating facilities. Motion by Klemetsrud, seconded by Borgen to bill 10 sewer tanks at the previous rate of \$30/month. Motion was withdrawn by Klemetsrud. Motion by Windjue, seconded by Becker to charge a \$5 monthly increase on six accounts. A total of 20 tanks are being billed on the six accounts. All directors voted aye and **motion carried.**
- **Dike/crossing update (letter) and budget amendment** – Correspondence from the Corps of Engineers informs the District they have determined that relocation of the water and sewer lines along ND Highway 19 will be funded by the embankment raise project. Halgren indicated grant monies and expenditures in the 2011 budget may not be needed and inquired if the budget should be amended to remove these items. The directors

decided to leave the funding mechanisms in place at this time due to the uncertainty of flood related work during the year.

- **Spring Flooding Meeting Planning** – Motion by Windjue, seconded by Klemetsrud to schedule a public meeting for the users on Thursday, February 24, 2011 at 7 p.m. at the Bible Camp to discuss and plan for spring flooding. **Motion carried.**
- **Construction Policy Review** – Current debt to customer ratio is \$2332. There was discussion on providing incentives for new water services. The current construction policy provides incentives for new users whose cost for service to the curb stop is higher than \$5,000 and the directors discussed incentives for those hookups with costs less than this amount. There was also discussion on incentives for hooking up to the rural sewer system.
- **Fire protection policy discussion** – The directors continued ongoing discussion on whether fire protection should be allowed on connections to the system. Water demands for sprinkler systems and/or hydrant use in the event of fire were reviewed. The District does not wish to stifle growth and will handle on a case by case basis, upon formal request by the user.
- **Mission Statement** – Motion by Becker, seconded by Brown to approve the following mission statement: “To provide a reliable source of potable water and sewer service for its members’ current and future needs at a reasonable cost.” **Motion carried.**

Office Manager Report

- **Accounts Payable** – Motion by Borgen, 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>	<u>BLDG</u>
TOTALS	75,386.57	22,792.38	2,811.54

- **Financial Report** – Financial information of the District was reviewed. The final 2010 and January, 2011 reports were presented. Motion by Becker, seconded by Windjue to approve the financial reports. **Motion carried.**

Membership Suspension

- Chaun Foughty – South unit, Acorn Ridge, Lot 5 – Motion by Borgen, seconded by Windjue to approve the membership suspension for Foughty. **Motion carried.**

Other Business

- **ND Water Expo** – The directors attending this years’ Expo gave a brief report on the convention.

There being no further business, the meeting adjourned by motion.

Minutes Approved: April 7, 2011

Doug Mohr, President (Signed)

Sally Herda, Office Manager (Signed)