

**GREATER RAMSEY WATER DISTRICT  
REGULAR MEETING**

June 9, 2011

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

**DIRECTORS ABSENT:** Paul Becker

**OTHERS PRESENT:** Nels Halgren, Sally Herda – GRWD; Marvin and Patty Bye

The meeting was called to order at 8:04 a.m. by President Mohr at the District office.

Minutes from the May 5, 2011 meeting were reviewed. Motion by Borgen, seconded by Klemetsrud to approve the minutes. All directors voted aye and **motion carried**.

**Manager Report**

- **Acorn Ridge Update** – Halgren reported most of the water line has been installed in the west side of Highway 20. Highway crossing work is going fairly well. Payment has been received from Reiner for cost to hook up his water service. The tie in on the south end of the east side where the culvert blew still has some issues to be worked out. The ND Dept of Transportation may eliminate the inundated approach and build up the right of way. This area may be pumped to dry out the area for work, allowing GRWD to do work as planned. There could be \$5-8,000 additional costs at this location. There is a time constraint of July 1 for work to be completed. Sewer service on the east side was also reviewed. Halgren has worked on an estimate to do some work up the hill, this location may leave some homes without service. Held has termination in process, Johnason has put in an insurance claim and Bye will have to get a line up the hill to the manhole. Halgren had redesigned a change from a lift station to a manhole. This was not agreeable to the contractor. Size of the lift has been reduced and Peterson Construction will give a reduction on materials, but there will be additional costs to move site to this location. Homeowners on the east side were agreeable to cost share in the extra expense so that they could maintain sewer service. Marvin and Patty Bye appeared before the board to request the District run a line to their home and several options were discussed. There is no individual assistance available through FEMA. Bye's elevation is above the buyout elevation and they indicated they plan to stay at their location. There is also some higher ground on their lot that the home could be moved to if need be at a later time, so continued access to sewer is important to them. Bye's stated they don't think it is fair for them to bear the entire cost to run a line to the new location and asked that the project as a whole be spread among the users on the east side. Halgren indicated that he had to get concrete barrels ordered for the new site due to the time frame of the project, but that he had a few ideas on how to proceed to get a line to Bye's. Due to constantly changing factors, total costs won't be known until work is done. Motion by Klemetsrud, seconded by Borgen to include Marvin Bye in the project with full service at his existing home in the most efficient manner due to ineligibility of flood insurance buyout. All directors voted aye and **motion carried**. Cost overruns will be spread out at the end of the project. Halgren stated there would be 6 homeowners left on the east side. Some new sewer line is being eliminated on the west side as the District can utilize some existing line.
- **Dean Ekren** – Ekren appeared before the board to discuss letter he had received regarding unmetered water usage. Ekren reported he had a water leak in the water fountain on May 9 and shutting off the well line didn't stop the leak. When the rural water curb stop was shut off, the leak quit. Ekren requested contractor Bruce Willyard to

contact GRWD to inform the District of the leak. On-site inspection determined water was being used that was not being metered. This has since been fixed and the directors indicated they believe the use of unmetered water was intentional. Ekren stated he is willing to pay for water that was not metered. Motion by Windjue, seconded by Borgen to charge Ekren \$250 for water use that was nonmetered. All directors voted aye and **motion carried**. The District is concerned, however, on how many other locations that the previously hired contractor (Bob Bartlett, now deceased) may have installed lines in a similar manner. Ekren will have Bruce Spitzer, an employee of Bartlett's contact the District to identify if other rural water customers may have similar connections within their individual distribution systems.

- **Highway 19 update** – Halgren reported he is having a tough time getting easements. The line through Peterson's property is being drawn to work with a future potential subdivision. Work should be nearly completed through the airport by the end of the weekend. The dike crossings should be done in the next couple of days. The July 22, 2011 date for construction completion should be made. Pumps have been ordered for the lift station. There was some discussion on the integrity of the lift station. A leak was found on June 8, 2011 at the lift station and finally got stopped later in the day. There was some discussion on cost to move the lift to the south or to tie the pipes together in the station. This may possibly be FEMA eligible and will be checked into. As the station is still operational, it might be difficult to prove damages for FEMA. There was continuing discussion on whether this lift station should be moved or if the District should rock and rip rap to protect the site. Halgren was given discretion to take action if the opportunity arises. Costs to move and/or protect were discussed.
- **Woodlea Agreement final costs** – Final costs for engineering were determined at the last meeting to be approximately \$10,000. Halgren indicated he had reviewed the engineering allocation, along with the engineer and determined the amount to be charged to the Woodlea portion of the project is \$7,000. With GRWD commitment of \$2500 for engineering, the amount of reimbursement by the developer would be \$4500. Motion by Borgen, seconded by Windjue to approve engineering allocation of \$4500 for the Woodlea project. **Motion carried**.
- **Knuckles Booster update** – Booster station should be operational by next week.
- **Building Budget update** – There was discussion on the parking lot for the new District building. Use of drain tile was discussed – the parking lot is approximately 9,000 square feet. Halgren was directed to get ideas from a contractor on options.
- **Flooding Discussion** – Prairiewood – homes on the east end are at 1460 and recent wave action has impacted these areas. Scoobys – Some septic tanks are vulnerable and could have some trouble. Lakewood – Halgren has met with FEMA to discuss the vulnerabilities in this area. Halgren has informed FEMA that areas in Lakewood are “not viable” and has asked them what they are going to do. .
- **National Conference Oct 4-6, Louisville, KY** – to be placed on agenda for next meeting.
- **Health Insurance Premium Change** – Premium change for July 1, 2011-2013 was reviewed.

**Office Manager Report**

- **Accounts Payable** – Motion by Borgen, seconded by Klemetsrud to authorize payment of the accounts payable as listed and to approve Pay Estimate #1 to Ron Peterson Construction in the amount of \$48,870 for work on the Acorn Ridge project. All directors voted aye and **motion carried**.

|               | <u>WATER</u>     | <u>SEWER</u>     | <u>BLDG</u>   | <u>CHECK #</u> |
|---------------|------------------|------------------|---------------|----------------|
| <b>TOTALS</b> | <b>92,652.66</b> | <b>28,136.74</b> | <b>550.98</b> |                |

- **Financial Report** – Financial information of the District was presented. Motion by Brown, seconded by Klemetsrud to approve the financial report. **Motion carried.**
- **CD's due** – Motion by Borgen, seconded by Klemetsrud authorizing the President and Herda to reinvest the CD's at the highest rate for a 6-12 month term. **Motion carried.**
- **Audit Items – Fixed asset and credit card policies** – Proposed policies were received by the board. Motion by Borgen, seconded by Windjue to place policies and first reading and approve at the July meeting. All directors voted aye and **motion carried.**

**Membership Suspension/Termination**

- Gary Riffe – Lakefront Park, Blk 4, Lots 1-2, Blk 6, Lots 3-6
  - Boyd LaFleur – Eagle Bend #2, Lot 7
  - Dean Bitner – Woodland Place, Lot 20
  - Duane Pesek – Stotlars 1<sup>st</sup> Addn, Lots 71-74+
  - Dennis Morris – Woodland Place, Lot 21
  - Howard Blegen – SW¼ 30-155-66
  - Harriet Horner Larson – Penn, Blk 5, Lots 7-9 – termination
  - Scott Otis – Eagle Bend #6, Lot 3 – changed to suspension
- Motion by Klemetsrud, seconded by Brown to approve the membership suspensions and terminations with the noted change. **Motion carried.**

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

Minutes Approved: July 7, 2011

Doug Mohr, President (Signed) \_\_\_\_\_

Sally Herda, Office Manager (Signed) \_\_\_\_\_