

**GREATER RAMSEY WATER DISTRICT
REGULAR MEETING**

May 5, 2011

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

OTHERS PRESENT: Nels Halgren, Sally Herda – GRWD; Sign in sheet attached to minutes

The meeting was called to order at 8:00 a.m. by President Mohr at the District office.

Minutes from the April 7, 2011 meeting were reviewed. Motion by Brown, seconded by Borgen to approve the minutes. All directors voted aye and **motion carried.**

Manager Report

- **Acorn Ridge change of condition – change project scope** – Contract was awarded to Peterson Construction which includes a force main and lift station on the east side of Highway 20. The culverts in the road access to the boat landing had been closed and the ditch was kept pumped. The culvert blew out last week and water has backed into the area where the lift station was to be located. This has caused a change of conditions for the constructability of the project in this area. A manhole (sewer) and gate valve (water) are currently under water because of the backup of water. The culvert could be plugged and dewatered so work could be done, but concern was expressed in locating the lift station in this low-lying area. Bartlett and West recommend NOT to do the lift station. Sewers drain to the south on this side of the highway. The cost per user for the project is changing as some of the homeowners are able to pursue claims on their flood insurance. A number of users in this area were present for this discussion and input. Halgren indicated the water can rerouted. The tie-in work area is all under water, but a new area is being looked at for the tie-in. It was reported the ND Game and Fish will be raising the boat landing area and it was questioned why there has to be a culvert in the road. This is not in GRWD's jurisdiction, but is an issue that could be raised with the ND Dept of Transportation. Halgren requested direction from the board on how to proceed with sewer relocation on the east side of Highway 20. The contractor doing the road work can cut off the sewer line July 1, 2011, but would have to provide temporary service and would need to coordinate with GRWD for work to be done. The directors discussed cost per user and their struggle to balance as these costs have increased and there is the question on how many users it will serve as it is unknown if additional buyouts will occur in the next year or two. The users expressed their thoughts that the District has the responsibility to provide service to them as they were all required to connect to the system. Other options were also discussed, such as what type of drainage fields would be necessary. In the past, GRWD has hired Allan McKay, LR District Health Unit to test the soils and come up with a plan. Another option discussed is to locate the lift station at a higher elevation. The residents and directors agreed to check into costs for options and reassess to keep everyone on the system, along with come alternatives. The residents indicated they were agreeable to some cost share. Halgren indicated it would take a few days to come up with a new route and get the costs to change the project scope. Easements would also need to be obtained. Once these numbers and options are available, a special meeting could be called to review and make determination. The District will look at moving the crossing up and locating the lift station up on the hill, with the residents then to route their service individually to the station. Halgren stated he needs to know who will be staying in their homes at various elevations. Duaine Ash indicated it is possible a fish cleaning station may be set up in the boat landing area.

- **Acorn Ridge sign contract/notice to proceed** – Motion by Becker, seconded by Windjue to authorize the president to sign the contact and notice to proceed. Contract has already been signed by the contractor and engineer. All directors voted aye and **motion carried**.
- **Woodlea Agreement** – Final costs for engineering is \$10,135.36 and is higher than anticipated due to survey work of the lagoon and modeling. The District initially agreed to fund \$2500 in engineering to investigate project feasibility and system capacity. Motion by Windjue, seconded by Klemetsrud to bill \$7500 to the developer for engineering costs attributed to the project. All directors voted aye and **motion carried**.
- **Highway 19 water and sewer** – A change order under the Acorn Ridge project for work to reroute the water and sewer lines over and around the dike on Highway 19 has been sent to the Corps of Engineers (COE). Cost of the change order is \$481,332.50. Additional costs will be engineering and time. The City will be reimbursing the District for these costs as agreed upon. Peterson Construction has until July 22, 2011 to complete this work.
- **Lakewood sewer shut off review** – A letter was sent to 9 users April 30, 2011 informing them of high flows in their lift station due to lake inundation. GRWD has installed an auxiliary pump to handle increased flows with staff monitoring over the weekend. Halgren reported the line to the lift station was shut down May 2, 2011. Individual tanks have not been capped off yet. Some of the tanks are fairly quiet and could be used as a holding tank. Some of these homes are currently in the claim process of their flood insurance. Allan McKay, LR District Health Unit has been informed there have been some shutdowns. Halgren also reviewed his email updating directors on the effects on the system due to spring flooding. Motion by Becker, seconded by Windjue to cut the tanks off and provide the users with a tank pumping. All directors voted aye and **motion carried**.
- **West Creel shut off review** – Several curb stops in the Woodland Place area have been moved to the top of the hill to avoid future problems. Halgren reported some lot owners through this area are protecting themselves, while others are not taking any protection measures.
- **Eagle Bend shut off review** – Four homes are left in this area, with three of them getting bought out. The road into the subdivision is currently underwater.
- **Lift station protection** – Belford lift station is fairly quiet, leaks some and will need some protection and raise. The Peterson Rd lift station will need some rip rap. There was also some discussion on use of vinyl sheet piling as an alternative option for rip rap.
- **Summer employee** – Halgren reported he hasn't gotten too far in search and job description for summer employee. One thought is to allow overtime for current employees to complete work that needs to be done this summer. Several potential names were mentioned.
- **Water membership termination/suspension review** – There was discussion on a policy for suspension of water memberships that has come about as a result of users disconnecting from the system due to flooding. In the past, suspensions have been handled individually and were allowed if the main line was no longer viable. Motion by Borgen, seconded by Klemetsrud to allow suspension of memberships specific to the disaster with a time limit of 5 years. If 5 years passes before service is reconnected, it would be considered terminated. All directors voted aye and **motion carried**.
- **Ken Hall request** – Hall received a high water bill reflecting usage through his meter resulting from a malfunction of his furnace while out of town and is requesting a reduction in his water bill. Motion by Becker, seconded by Borgen to cut the bill in half. All directors voted aye and **motion carried**.

- **Sump pump violation** – Halgren reported he had given a warning on another sump pump violation on Monday of this week.
- **New pickup** – Halgren pulled up the state bid prices for ½ ton 4 door long box extended cab. State bid is \$23,200. Halgren questioned if the District should purchase truck this year or move the schedule back a year due to flood expenses. The directors directed Halgren to obtain bids and present at the next meeting for further discussion.

Office Manager Report

- **Accounts Payable** – Motion by Borgen, seconded by Brown 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	56,319.02	20,133.89	1,354.94

- **Financial Report** – Financial information of the District was presented. Motion by Windjue, seconded by Klemetsrud to approve the financial report. **Motion carried.**
- **Pledge of assets report – 12/31/10** – Motion by Becker, seconded by Brown to approve the pledge of assets report for December 31, 2010. **Motion carried.**

Membership Suspension/Termination

- Duane Hulst – NE¼ 6-154-66 (5291 69th Ave NE, Minnewaukan)
- Joel Storsteen – Farmstead in NW¼ 17-156-65
- Daniel Erickstad – Farmstead in SW¼ 14-156-65 (7617 63rd St NE, Webster)
- Richard Anderson, Sr- Farmstead in NE¼ 15-156-65 (6385 76th Ave NE, Webster)
- Kenneth Hall – Lakefront Pk, Blk 1, Lots 5-6
- Bob Wilhelmi – Woodland Place, Lots 23-24
- Eric Woodard – Penn, Blk 2, Lots 21-24 (215 2nd St, Penn) – termination
Motion by Windjue, seconded by Brown to approve the water termination/suspension requests. All directors voted aye and **motion carried.**

Other Business

- **Easement Update** – Halgren updated the directors on easement acquisitions for the Highway 19 project. Easements are needed from Davis, Peterson and the airport and Halgren expects to have no problems obtaining them. There are a couple of easements needed on the west side of Highway 20 for the Acorn Ridge project.
- **Peterson Construction work** – Halgren reported Peterson’s will be working simultaneously on the Acorn Ridge and Highway 19 projects. The boring work will be completed first.

There being no further business, the meeting adjourned by motion at 10:20 a.m.

Minutes Approved: June 9, 2011

Doug Mohr, President (Signed)

Sally Herda, Office Manager (Signed)