

**GREATER RAMSEY WATER DISTRICT  
REGULAR MEETING**

October 7, 2011

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

**OTHERS PRESENT:** Nels Halgren, Sally Herda & GRWD staff – GRWD

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

A plaque presentation and recognition for 10 years of dedicated service was presented to operator Lonnie Lacina.

Minutes from the September 8, 2011 meeting were reviewed and correction noted. Motion by Becker, seconded by Klemetsrud to approve the minutes as corrected. All directors voted aye and **motion carried.**

**Manager Report**

- **FEMA Update** PW RYGRW1F – Project worksheet was reviewed which identified eligible costs of \$277,480.00 funded at 90% with said funds eligible for a transfer of function. Funding could be used for a number of projects.
- **Dike Crossings review** – Halgren reported a snag in the sewer crossing in the Acorn Ridge area. GRWD’s engineer had sent in design for the crossing, but contractor completed work in the crossing area without installing the sewer line. Line cannot be placed through the sand drain that was placed and an up and over would require mounding which would affect drainage. The line will instead follow the water line and will cross on high ground. The Corps of Engineers prefers high ground crossings. Straight through crossings can be done in elevations of 1460+.

The Highway 19 crossing is a high ground crossing and questions have come up on the depth of line placement in the crossing area. Field inspectors had indicated the crossings were deep enough at 1455, now GRWD has been informed it should be at 1451 elevation. Pictures have been taken and the COE is reviewing.

Halgren indicated he informed the City not to put in the crossing in the Burke Blvd area due to home elevations and sewer options the homeowners are exploring. One user has connected back up to his drain field and another is moving to town over the winter months and will see what happens come spring.

There will be a dike crossing in the Eagle Bend area.

- **Acorn Ridge Construction Costs** – Spreadsheet was reviewed detailing costs to date, project income and construction completion costs. Halgren stated the City of Devils Lake has agreed to pay the dike crossing of \$30,000 on the rerouted sewer line discussed earlier. Estimated project costs for completion (including the Woodlea portion) are \$146,128. Costs for the Woodlea portion of the work are being put together for reimbursement from the developer.
- **Lakewood Bible Camp Dike participation** – Halgren reported the Bible Camp will be placing a dike to protect their facilities and asked if the District should cost share so that the lift station serving most of Lakewood can be protected. Motion by Windjue,

seconded by Borgen to participate in dike work up to a maximum of \$5,000. All directors voted aye and **motion carried.**

- **Snow Removal Proposals** – Proposals from two contractors were opened for snow removal at the new office. Motion by Windjue, seconded by Becker to award bid of \$65/hour to Ray Belford, with proposal including shoveling of the entry and sidewalks. Work is to be completed prior to GRWD's work hours. All directors voted aye and **motion carried.** Proposal also states work is billed in half hour increments.
- **Shop sale terms approval** – The County has budgeted \$10,000 for 2012 and for the following three years for a total purchase price of \$40,000 for the old shop building. GRWD is currently using the shop and the directors discussed the option of turning the building over to the County when GRWD would get a new shop built at the new office. Motion by Borgen, seconded by Klemetsrud to approve the sale of the shop building to the County at a price of \$40,000 with Halgren authorized to negotiate payment and delivery terms. **Motion carried.**
- **Fall Construction Priority List** – Halgren reviewed a memo to the board seeking direction on priority work for completion this fall. Lift station protection is estimated at \$30,000. Load limits are usually on until June which would hamper any protective measures needed with spring run-off. The Peterson Road lift station was discussed with option to build it up so it can be tied into the road. Interior drainage may have to be addressed. Dirt work could possibly be completed with rip rap to follow later. Halgren will work with Terry Schlieve, township officer, to see if any coordination of work can be done. Halgren also explored an option with the board to look at a sewer reroute that would take the pressure off the Assembly of God (AOG) lift and reroute to the Woodglen lift station. The COE plan to raise and place extra barrels on the AOG lift, making it very deep and difficult for access and maintenance. The lift station that it would be rerouted to skirts the dike. A small lift could then be installed to reroute the Bible Camp's sewage and the AOG lift station could be eliminated. The bid for dike work through this area has not been awarded but lift station work is included in the plans. There was some discussion on whether the City would cost share some of the reroute due to savings realized (est. \$75,000) if work to the AOG lift is removed from the alignment plans. Motion by Klemetsrud, seconded by Borgen to reroute sewer service for the Lakewood area by means of on all high ground plan and to leave to Halgren's discretion potential funding options/discussion with the City to take AOG lift out of bid plans for dike alignment through the area. **Motion carried.** Discussion continued on Lakewood users above 1460 elevation without a dike crossing. This includes three homes that have lost sewer service earlier in year. Two lift stations would be required and Halgren estimates cost to be \$15,000. Motion by Becker, seconded by Windjue to authorize the manager to offer a reconnection option to the rural sewer for these users with an elevation above 1460 with option requiring a \$1500 cost share each for inclusion in the option. Option is good for a 30 day time frame and if not chosen, the septic tank will be capped. All directors voted aye and **motion carried.** Halgren was directed to cap those septic tanks that have been taken off the system and below 1460 elevation.
- **Appoint budget committee members** – Motion by Brown, seconded by Windjue to name Mohr, Borgen and Klemetsrud to serve on the 2012 budget committee. **Motion carried.** Halgren outlined a few budget items he is considering when working with the budget committee.
- **Violation letter** – Halgren reported on water violation letter that had been sent to a user for unmetered water. Water was shut off when violation was discovered. It was then turned on again. The user had contacted Halgren after certified notification letter was sent and an explanation of events was given to Halgren. Motion by Windjue, seconded by

Brown to set a fine of \$500 for using water without a meter. All directors voted aye and **motion carried.**

**Office Manager Report**

- **Accounts Payable** – Motion by Brown, seconded by Windjue to authorize payment of the accounts payable as listed. **Motion carried.**

	<u>WATER</u>	<u>SEWER</u>	<u>BLDG</u>
<b>TOTALS</b>	<b>155,650.10</b>	<b>24,355.70</b>	<b>225.00</b>

- **Financial Report** – Financial information of the District was presented. Motion by Borgen, seconded by Windjue to approve the financial report. **Motion carried.**

**Membership Suspension/Termination**

Motion by Becker, seconded by Borgen to approve the following membership suspensions. **Motion carried.**

- *Dean Nelson – North Shore Sub, Blk 2, Lot 2*
- *Frank Mitzel (Julie Hassett) – SE¼ NE¼ 6-153-65*

**Membership Transfers**

Motion by Windjue, seconded by Brown to approve the following membership transfer. **Motion carried.**

- *Pearl Oram – from Tract in Lot 2-4-153-65 to location in SW¼ 9-153-65*

There being no further business, the meeting adjourned by motion at 10:15 a.m.

Minutes Approved: November 3, 2011

Doug Mohr, President (Signed by Vice-president Jay Klemetsrud)

Sally Herda, Office Manager (Signed) .