

GREATER RAMSEY WATER DISTRICT
REGULAR MEETING
February 7, 2019

DIRECTORS PRESENT: Doug Mohr, Jay Klemetsrud, Allen Johnson, Gilbert Black,
Paul Becker

DIRECTORS ABSENT: Les Windjue, David Hovendick

OTHERS PRESENT: Nels Halgren, Sally Herda – GRWD

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

Minutes from the January 10, 2019 regular meeting and February 5, 2019 reorganizational meeting were reviewed and the January 10, 2019 minutes amended. Motion by Black, seconded by Becker to approve the January 10, 2019 minutes as amended and the February 4, 2019 minutes as presented. All directors voted aye and **motion carried**.

Manager Report

- **Carrington water audit expense approval** – The January bill from the City of Carrington shows the water rate remaining the same. Halgren reported that the District’s base rate may go up some, but has not been done at this time. The City of Carrington doesn’t think there will be a rate reduction for GRWD. Stutsman Rural Water has costs to date of \$34,396.50 for the water audit and legal fees. The directors discussed what an appropriate cost share would be. This was tabled until next meeting to allow the City of Carrington to act on methodology for basis of future rate adjustments.
- **City of Devils lake agreement signing**– The City of Devils Lake has signed the agreement between GRWD and the City for GRWD to secure a supplemental supply of water. Upon execution of the agreement, the buy-in becomes payable. The District will pay upon receipt of the invoice and submission to the State Water Commission for grant funding.
- **Bulk water rate discussion** – With the water rate increase, the bulk users’ contracts have been reviewed and notice given (30 or 60 day) for the rate adjustment to take effect. Also reviewed was the base rate currently charged to the bulk users. Some cities received a grant to pay off their buy-in to the system, while others are paying the buy-in through a monthly base rate. With the debt having been retired and reallocation of the cost of doing business added to the base rate, the contracts terms and costs were reviewed. A letter will be sent to the City of Tolna informing them the terms of the contract will be changed upon renewal. No base rate adjustments were made at this time and the District will continue to study this item.
- **Lake Agassiz Water Authority TAC meeting update** – Becker updated the board on the meeting recently held in Fargo. The water permit has been secured to draw and build the pipeline. The plan is to build the pipeline from Washburn to Lake Ashtabula and the water authority would like to begin construction in 2019. Part 2 of the project would have a turnout to this area. Becker reported on costs, design, lack of signups and other items of the project. Next meeting is March 8 and the District would like to see continued participation from GRWD.
- **January 24 legislative social update** – Halgren attended the legislative social in Bismarck and reported it was time well spent. All three of the local legislators were in attendance and Bartlett & West had prepared a map showing the new project. Halgren was able to thank the legislators for their support and review projects completed to date by the District.

- **Customer Service Rep update** – The individual who was hired in January left after two days. The position was readvertised and filled with a start date of February 19.
- **Pickup bid opening** – Bids were received from DL Chrysler Center and Marketplace Motors. Bids were Dodge Ram crew cab, V8 with trade - \$22,534; Dodge quad cab, V6 with trade \$19,325; Ford super crew V8 with trade - \$26,928; and Ford super cab V6 with trade - \$23,820. Motion by Black, seconded by Johnson to purchase the Dodge Ram crew cab. All directors voted aye and **motion carried.**
- **Equipment policy discussion**– Halgren checked with Tri-County on their off-site work and also with the insurance company on commercial use. GRWD will use the equipment for its own use on the system and will stay away from commercial work. Equipment will also not be available for employee use.
- **ND Water Expo -Expo** will be held February 12-14 in Bismarck. Halgren, Becker and Klemetsrud will be attending.

Office Manager Report

- **Accounts Payable** – Motion by Klemetsrud, seconded by Black to authorize payment of the accounts payable. **All directors voted aye and motion carried.**

	<u>WATER</u>	<u>SEWER</u>
TOTALS	99,189.11	23,500.96

- **Financial report** – Office manager’s report was reviewed. Financial report was reviewed for the month of January. Motion to approve the financial was made by Black, seconded by Johnson. All directors voted aye and **motion carried.**
- **2018 final financial report** – Financial report for December was reviewed that incorporated the year end changes approved at the last meeting. Motion by Becker, seconded by Klemetsrud to approve the final December, 2018 financial report. All directors voted aye and **motion carried.**
- **Designation of depositories/authorized check signers.** A list of the approved depositories and authorized check signers from 2018 was reviewed. Motion by Black, seconded by Johnson to renew the same depositories and authorized check signers for 2019. All directors voted aye and **motion carried.**
- **Pledge of assets report 12/31/18** – Year end cash balances and FDIC insurance coverages were reviewed, along with pledged securities to cover uninsured deposits. Motion by Becker, seconded by Klemetsrud to approve the pledge of assets report, pending the signature from Bremer Bank for the line of credit. **Motion carried** unanimously.

There being no further business, the meeting adjourned by motion at 9:20 a.m.

Minutes Approved: _____ February 7, 2019 _____

Doug Mohr, President _____ (signed) _____

Sally Herda, Office Manager _____ (signed) _____