

# GREATER RAMSEY WATER DISTRICT REGULAR MEETING

January 9, 2020

**DIRECTORS PRESENT:** Doug Mohr, Jay Klemetsrud, Les Windjue, Paul Becker, Gilbert Black, David Hovendick

**DIRECTORS ABSENT:** Allen Johnson

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

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

Minutes from the December 5, 2019 regular meeting were reviewed. Motion by Windjue, seconded by Black to approve minutes. All directors voted aye and **motion carried**.

## Manager Report

- **City of Tolna – Contract approval** – Halgren updated the directors on the contract discussion. One concern of theirs was on the water rate being subject to annual review and how that would be calculated. Language in the contract spells out rate adjustments would be made in the same percentage as other users. The contract also states the line to Tolna would be turned over to the District if any connections to the line are made, at which time the meter would be relocated with relocation costs to be split. Tolna's tower is in need of approximately \$80,000 of work and they have asked if their tower is necessary for operation of their distribution system. There would be no guarantee of fire protection in the city if the tower is not used. The contract would reduce the base rate for Tolna to align with the current formula used by the District for other bulk users. Cost of water would also be updated. The updated rate would go into effect March 1, 2020. Motion by Becker, seconded by Klemetsrud authorizing the president to sign the agreement with Tolna when said agreement is returned from the city. All directors voted aye and **motion carried**.
- **Expansion project**
  1. **Bartlett & West engineering bill - \$15,605.50.** Motion to approve the engineering bill was made by Hovendick, seconded by Windjue and upon vote, **motion carried** unanimously.
  2. **Project cost review/change of scope discussion** – Directors reviewed project grant amount, along with several cost options. Cost per user in the Forde and Dayton Township areas were high due to the lack of memberships received and should the District remove this area from the project, there may be some grant funding that would not be used. The project will move forward with the Oswalds Bay area and the paralleling to see how the numbers come in and go from there.
  3. **Dayton, Forde Township – remove from project due to cost/user** – Motion by Windjue, seconded by Becker to return the uncashed membership checks from the Dayton & Forde Township areas due to the high cost per user. All directors voted aye and **motion carried**.
  4. **2020 project schedule** – Tentative schedule for the project was discussed with bid opening date of April 2, 2020 and substantial completion date of September 15, 2020. Easement acquisition work will begin shortly. With much of the construction being planned along highway right of way, the number of easements needed will primarily be needed from those who have signed up for water. With the number of signups in the project area, Halgren was fairly confident the work could be completed this construction season.

- **Bill Gowan rate reduction request** – A letter was received from Gowan requesting consideration for a rate reduction/seasonal rate for his cabin. Response letter from Halgren was reviewed. No board action was taken as the rates billed on his service account fall within GRWD’s policy.
- **Septic tank pumping discussion** – Halgren received an email from City engineer Grafsgaard informing GRWD the City will be assessing \$45 per tank to dump into the City lagoon. This would increase the amount GRWD pays for tank pumping to \$150 for each tank pumped. The board discussed whether there are other options available – land application with use of a diffuser, or possible use of the Scooby’s lagoon. The consensus was to let both the current pumpers continue with their schedules and let them decide on their disposal method.
- **Review camera proposals** – Halgren requested proposals from ND Telephone Company and Lakeside for camera systems and is working on revisions to the proposals to compare like for like. A rental option is available through NDTC, in addition to a purchase option. Halgren was given discretion to proceed with the proposals to determine best option for GRWD. Cameras will be placed at the office and water treatment plant.
- **Leak repair review** – Halgren reported that 5 leaks fixed late fall and into winter had made good use of the excavator before it was traded in.
- **2020 Expo – Fargo, February 11-13** – Becker, Klemetsrud, Black and Halgren stated they would be attending the Expo and Windjue wasn’t certain if he would be able to attend. Room reservations will be made.
- **Lake Agassiz Water Authority meeting** – January 31, 2020 – Fargo
- **Annual meeting planning** – Annual meeting is scheduled for February 4, 2020 at 7 pm at the District office. Three directors from Ward 2 are up for re-election to the board. To date, no other nominations have been received.

**Office Manager Report**

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

	<u>WATER</u>	<u>SEWER</u>	<u>PROJECTS</u>
<b>TOTALS</b>	<b>68,336.93</b>	<b>9,548.52</b>	<b>15,605.50</b>

- **Financial report/2019 budget review/amendments** – Financial reports for November and December were reviewed, along with 2019 budget review and amendment listing. Payment to the City of Devils Lake to buy into the City’s water system accounted for most of the over budget item amounts. This was also offset by the SWC grant funding for a portion of the buy-in. Other items affecting the budget included Carrington water audit, NRWD master plan study participation, cyber security updates, health insurance rate change/new employee coverage and wage allocation. Motion by Windjue, seconded by Hovendick to amend the 2019 budget to include these costs. All directors voted aye and **motion carried.** Motion by Black, seconded by Klemetsrud to approve the November financial report and the December financial report with approved amendments. All directors voted aye and **motion carried.**

**Membership Termination**

- **Corey Kartes – 8915 48<sup>th</sup> St NE, Devils Lake – service no longer needed** –Motion by Windjue, seconded by Hovendick to approve termination request. All directors voted aye and **motion carried.**

The February regular meeting was rescheduled to Wednesday, February 5, 2020 at 7 a.m.

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

Minutes Approved: February 5, 2020

Doug Mohr, President (signed)

Sally Herda, Office Manager (signed)