

# LINCOLN PIPESTONE RURAL WATER SYSTEM

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## MEETING MINUTES

**September 28, 2009**

The regular scheduled meeting of the Lincoln Pipestone Rural Water (LPRW) System Board of Commissioners was held at the LPRW office in Lake Benton on Monday, September 28, 2009 starting at 7:00 p.m. Chairman Bill Ufkin called the meeting to order with Commissioners Frank Engels, Mitch Kling, Jerry Lonneman, Norris Peterson, Ken Buysse, Jan Moen, Earl DeWilde, Henry Van Dyke and Joe Weber present. Commissioner Rod Spronk was absent. Also present were Board Attorney, Ron Schramel; DGR engineer, Darin Schriever; Field Superintendents, Don Drietz and Tom Muller; and CEO, Dennis Healy.

**Agenda:** M/S/P Peterson/Engels to approve the Agenda as presented.

**Minutes:** M/S/P Engels/Buysse to approve the minutes of the August 31, 2009 Regular Board meeting.

**Treasurer's Report:** M/S/P Weber/DeWilde to approve the Treasurer's report as presented.

**Bills:** M/S/P Weber/Kling to approve the following bills for payment:

- DeWild Grant Reckert and Associates Company: General Services #97 = \$4,294.50; Jackson-Nobles Water Supply Project – ppe #23 = \$24,220.60; New Water Source Development – ppe #14 = \$1,397.00; 2008-10 Expansion Project – ppe #9 = \$83,115.00
- McDonald, Gudmestad & Schramel: General Legal Services = \$1,388.50; 2008-10 Expansion Project = \$2,869.50; Jackson-Nobles Water Supply Project = \$29.00
- Winter Brothers Underground, Inc.: Jackson Nobles Project; Schedule 1, ppe #3 = \$137,127.98
- C B & I, Inc.: Jackson Nobles Project; Schedule 2, ppe #3 = \$96,489.60
- DeWild Grant Reckert and Associates Company: Hendricks and Ivanhoe Tower painting inspection = \$9,280.50
- US Bank Corporate Trust Services: Jackson Nobles Temporary Bonds - Interest = \$108,375.00

**Attorney's Report:** Ron Schramel reported that the 2008-10 Expansion Project interim financing bond court hearing resulted in approval and authorization to proceed. Closing instructions for the 2008-10 Expansion Project, "General Obligation Temporary Water System Bonds, Series 2009C" were explained. M/S/P Peterson/Lonneman to adopt the "Resolution Approving the Joint Powers Agreement for the General Obligation Temporary Water System Bonds, Series 2009C." M/S/P DeWilde/Van Dyke to approve and authorize the Chairman and Secretary to sign the "CLOSING CERTIFICATE" for the General Obligation Temporary Water System Bonds, Series 2009C. The reappointment process for Joe Weber, Rod Spronk and Jerry Lonneman is underway. Options for the northeast well sites are being processed.

**Engineer's Report:** Darin Schriever provided the engineer's report:

- **Jackson Nobles Water Supply Project:** Concrete work is progressing ahead of schedule on the water tower, and Winter Brothers Underground is making good progress on the 12" pipeline project. The Highway 60 Booster and State Line Meter Station Project, and the Mainline Pipe Project can be bid as soon as USDA Rural Development approval is received. SCADA plans are proceeding on schedule.
- **2008-10 Expansion Project:** The North Area Expansion Phase I Project can be bid as soon as USDA Rural Development approval is received. Design work is nearing completion on the Lismore Booster and Maintenance Facility.
- **Water Exploration Project:** Work on the Preliminary Transmission Plan is progressing, and the Area 2 Well Field bids will be opened at 11:00 on Thursday, October 1<sup>st</sup>. The Board will meet via teleconference at 8:00 a.m. Friday, October 2<sup>nd</sup> to review and act on the bids.
- **Hendricks and Ivanhoe Water Tower Painting:** The Hendricks and Ivanhoe Towers have been painted, and the Minnesota tower was inspected on September 23<sup>rd</sup>.
- **Holland WTP Discharge Permit:** DGR is working on the permit renewal and the issues raised by the MPCA.

**Field Superintendents' Report:** Don Drietz and Tom Muller reported that operations are going smoothly.

**CEO's Report:**

- The Lewis & Clark construction activities are moving forward on schedule, and FY2010 funding is being pursued.
- Healy presented a list of 6 new general hookups for Board action. M/S/P Peterson/Engels to approve the 6 hookups as presented.
- Healy reported that he will be meeting with the City of Rushmore to discuss a connection to rural water.
- A proposal from Northland Securities to refinance the Pipestone County Water System Bonds of 1999 was reviewed by the Board. M/S/P Buysse/Weber to authorize the issuance of refunding bonds to pay off the original 1999 bonds.

**Committee Reports:** The follow Committee reports were provided:

Executive Committee: No report.

Personnel Committee: The Committee met at 4:00 before the Board meeting to interview 4 applicants for the Water Operator position. The Committee recommended that the Board hire Chris Hanson to fill the position. M/S/P Buysse/DeWilde to hire Chris Hanson to fill the Water Operator position, and to authorize the CEO to notify the other candidates and make arrangements to hire Hanson subject to the results of a background check.

Budget & Finance Committee: The Committee met at 6:00 before the Board meeting to review the 2010 Budget and Capital Improvement Program, and they recommended its approval as provided to the Board. M/S/P Lonneman/Kling to leave the health insurance and other benefits unchanged from 2009. M/S/P Buysse/DeWilde to approve the 2010 Pay Tables for hourly employees, set the CEO's salary at \$80,522.00 plus a car allowance of \$250 per pay period, and set hourly salaries as follows:

<u>NAME:</u>	<u>DATE HIRED</u>	<u>PAY TABLE YEAR/STEP</u>
Connie Bressler, Water System Clerk	June, 1992	19/7
Ronald Carr, Water Maintenance Technician	January, 1980	31/10
Don Drietz, Field Superintendent	August, 1986	25/9
Jodi Greer, Enterprise Technician	October, 2008	3/1
Scott Johnson, Water System Operator	April, 2008	3/1
Steve Lovre, Water System Operator	October, 2005	6/2
Pat McCarthy, Water System Operator	February, 1999	12/5
Tom Muller, Field Superintendent	June, 1994	17/6
Shawn Nelson, Water System Operator	May, 1999	12/5
Jason Overby, Water Resource Technician	June, 2005	6/3
Karen Petersen, Water System Clerk	June, 1990	21/7
Roger Rasmussen, Water System Operator	April, 1982	29/10
Jeremy Rost, Water System Operator	April, 2000	11/4
Jay Stuefen, Water System Operator	April, 1985	26/9
Kyle Thooft, Water System Operator	May, 2001	10/4

Pay Tables and salaries take affect with the pay period beginning January 4, 2010. The CEO will meet with the employees to discuss any issues the employees may have, and review pay and benefits.

Water Resources and Equipment Committee: No report.

Minnesota Rural Water Association, Board Representative: No report.

Minnesota Governmental Agency Finance Group: No report.

Lewis & Clark Minnesota Joint Powers Board: No Report.

**Other:**

- Healy reported that land adjacent to the Verdi well field was scheduled to be sold in November, and the Board might want to consider purchasing some land to expand or protect the well field. Healy was directed to research the issue before the October meeting.
- Mitch Kling reported on Yellow Medicine County Water Task Force activities. They are quite interested in our exploration activities in the eastern part of the County.

**Adjournment:** M/S/P Lonneman/DeWilde to adjourn the meeting at 9:35 p.m. The next Regular Board meeting will be Monday, October 26, 2009 at 7:00 p.m.

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Ken Buysse, Secretary