

# **Lincoln Pipestone Rural Water**

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## **Meeting Minutes**

**March 30<sup>th</sup>, 2020**

The regular scheduled meeting of the Lincoln Pipestone Rural Water (LPRW) System Board of Commissioners was held at the LPRW office in Lake Benton using WebEx video/teleconferencing on Monday, March 30<sup>th</sup>, 2020, starting at 10:12 am. Board Chair Mitch Kling conducted roll call for Member Commissioners at the start of the board meeting to establish a quorum with Commissioners Glen Grant, Bill Ufkin, Frank Engels, Jerry Lonneman, Joe Weber, Earl DeWilde, Randy Kraus, Brent Feikema, Rod Spronk, and Jan Moen present. A quorum was established. Also, in attendance was Board Attorney Ron Schramel, DGR Engineer Darin Schriever, Nathan Kinner (Kinner and Co.), Field Supervisor Tom Muller, General Manager Jason Overby, Enterprise Technician Jodi Greer and Lyon County Commissioner Rick Anderson.

**Agenda:** *M/S DeWilde/Feikema to approve the agenda. Upon a roll call: Aye-10, Nay-0. Motion carried.*

**Minutes:** *M/S Kraus/Grant to approve minutes from the February 2020 Board Meeting. Upon a roll call: Aye-10, Nay-0. Motion carried.*

**Engineer's Report:** Darin Schriever presented Engineering Report for March. Additional items discussed included the following:

- Verdi PS & GSR SCADA  
*M/S Lonneman/Ufkin to approve PPE #3 in the amount of \$3,051.06 to AE2S. Upon a roll call: Aye-10, Nay-0. Motion carried.*
- Verdi Pump Station – KHC Construction  
*M/S Moen/Kraus to approve CO #3 in the amount of \$2,972.55 to KHC for additional electrical items. Upon a roll call: Aye-10, Nay-0. Motion carried.*  
*M/S Grant/Engels to approve PPE #13 in the amount of \$47,823.44 to KHC. Upon a roll call: Aye-10, Nay-0. Motion carried.*
- PFA/PSIG Disbursement Request  
*M/S Ufkin/Lonneman to approve submittal of project invoices to PFA for PSIG-eligible reimbursement consideration. Upon a roll call: Aye-10, Nay-0. Motion carried.*
- CTMP – Holland Aqua Store-Tank Reseal Bids

*M/S Spronk/Feikema to award Northern Steel Tank for Holland 471 Kgal tank interior/exterior reseal in the amount of \$61,400. Upon a roll call: Aye-10, Nay-0. Motion carried.*

- North Area Water Source

*M/S Feikema/Moen to approve CO#2 to Thein Well Co. for added well screen length in the amount of \$5,300.00. Upon a roll call: Aye-10, Nay-0. Motion carried.*

*M/S Ufkin/DeWilde to approve PPE #2 in the amount of \$94,150 to Thein Well Co. Upon a roll call: Aye-10, Nay-0. Motion carried.*

**Operations Report:** March Operations Report was presented. A customer inquiry to staff regarding transfer of capacity units between owned locations. A formal request to the Board was recommended.

**Manager's Report:** March Manager's Report was presented. Changes in operations was discussed regarding COVID-19 pandemic.

**Attorney's Report:** No report provided.

**Treasurer's Report:** Nathan Kinner reviewed Treasurer's Report for March. Kinner also reviewed analysis of LPRW Assessments vs Debt Payments.

*M/S Grant/Feikema to approve Treasurer's Report for March 2020, as presented. Upon a roll call: Aye-10, Nay-0. Motion carried.*

**Paid Bills:**

*M/S Kraus/Moen to approve payment on checks #5255 through #5367. Upon a roll call: Aye-10, Nay-0. Motion carried.*

**Pending Bills:**

- DeWild Grant Reckert and Associates Company:
  - General Services = \$3,754.53
  - 2016 Improvements-Pr2 #44 = \$46,322.00
  - North Area Water Source = \$1,035.50
  - CTMP = \$1,260.00
  - City of Edgerton = \$2,508.00
  - Chandler Tower Repainting = \$350.00

- Schramel Law Office:
  - General Services = \$1,910.30
- LRE Water
  - North Water Source = \$689.75
- Abdo, Eick, & Meyers, LLP
  - 2019 Audit = \$12,000.00

*M/S Ufkin/DeWilde to approve paying pending bills, as presented. Upon a roll call: Aye-10, Nay-0. Motion carried.*

**Committee Reports:**

- **Executive Committee:** *M/S DeWilde/Lonneman to approve March 19<sup>th</sup>, 2020 Executive Committee Meeting. Upon a roll call: Aye-10, Nay-0. Motion carried.*
- **Personnel Committee:** Nothing to report.
- **Budget and Finance Committee:** Nothing to report.
- **Water Resources and Equipment Committee:** Nothing to report.
- **Joint Powers Board Representative:** Lonneman reported that L&C bids for collector well were in, and very favorable. Ufkin inquired to Lonneman if L&C investments were considered as guaranteed insured.

**Other Business:** Lonneman expressed concern on COVID-19 and its affects to the livestock industry; anticipating shutdowns to livestock production plants and the cancellations of new livestock barn construction. GM Overby asked informal poll to Commissioners on this meetings platform (via video/phone conferencing), following proper Open Meeting Laws and Executive Order 20-20 for “Stay at Home” by the MN Governor. Overall, positive response given the situation. Ufkin suggested waiving late fees/penalties and suspending disconnects administered during the COVID-19 outbreak.

*M/S Ufkin/Grant to waive late fees and penalties for the next three (3) months. Upon a roll call: Ayes-3 (Ufkin, Grant, Moen), Nays-7 (DeWilde, Engels, Feikema, Weber, Lonneman, Spronk, Kraus). Motion failed.*

*M/S Weber/DeWilde to suspend disconnects for three (3) months, but to continue administering late fees/penalties. Upon a roll call: Aye-10, Nay-0. Motion carried.*

**Public Comment:** Lyon County Commissioner Rick Anderson provided update from Lyon County. All Lyon County facilities are closed to the public and the county landfill has been closed to the general public, excluding contract haulers. Legislature may consider suspending property taxes, but no decision has been made.

**Adjournment:** *M/S Feikema/Lonneman to adjourn board meeting at 12:15 pm. Upon a roll call: Aye-10, Nay-0. Motion carried.*

Respectfully Submitted,

Randy Kraus, LPRW Board Secretary