

Lincoln Pipestone Rural Water

415 E Benton St., P.O. Box 188, Lake Benton, MN 56149

507-368-4248 or 800-462-0309

fax: 507-368-4573 email: lprw@itctel.com

Meeting Minutes

June 29th, 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, June 29th, 2020, starting at 5:02 pm. Mitch Kling Board Chairman conducted roll call for the Member Commissioners at the start of the board meeting establishing a quorum with Commissioners Glen Grant, Bill Ufkin, Jerry Lonneman, Earl DeWilde, Joe Weber, Frank Engels, Randy Kraus, Brent Feikema, Rod Spronk, and Jan Moen present. Also in attendance were Board Attorney Ron Schramel, DGR Engineer Darin Schriever, Kinner and Co. Nathan Kinner, Field Supervisor Tom Muller, General Manager Jason Overby, Enterprise Technician Jodi Greer and Lyon County Commissioner Rick Anderson.

Agenda: *M/S Ufkin/Engels to approve the agenda. Upon a roll call, Aye: 9, Nay: 0 Absent: 1 (Weber). Motion carried.*

Minutes: *M/S Feikema/Grant approve minutes from the May 18, 2020 Board Meeting. Upon a roll call, Aye: 9, Nay: 0, Absent: 1 (Weber). Motion carried.*

Engineer's Report: Darin Schriever presented Engineering Report for June.

- System-wide SCADA Upgrades – Thompson Electric.
M/S Moen/Ufkin to approve PPE#1 in the amount of \$72,009.99 to Thompson Electric Company. Upon a roll call, Aye: 9, Nay:0, Absent: 1 (Weber). Motion carried.
- Verdi SCADA – AE2S.
M/S Spronk/Feikema to approve PPE #5 in the amount of \$3,865.88 to AE2S. Upon roll call, Aye: 8, Nay: 0, Absent: 2 (Weber, Lonneman). Motion carried.
- Verdi PS/R – KHC.
M/S DeWilde/Engels to approve PPE#15-Final in the amount of \$94,000 to KHC, contingent upon completion of punch list and final documents. Upon a roll call, Aye: 9, Nay:0, Absent: 1 (Weber). Motion carried.
- Tyler-Russell Pipeline.
M/S Spronk/Engels to award Tyler-Russell Pipeline contract to Winter Contracting for the base bid plus alternate bid items A1 and A2 in the total amount of \$1,821,053.65. Upon a roll call, Aye: 9, Nay: 0, Absent 1 (Weber). Motion carried.

- North Area Water Source. Commissioner Spronk asked about plan going forward for NAWS. Schriever provided timelines and possible alternative source of funding such as Point-Source Implementation Grant (PSIG) and USDA-RD loan/grant.

M/S Lonneman/Feikema to approve Change Order #3-Final (amended) with Their Well Company for a decrease of \$6,710.00 (final quantities adjustments). Upon a roll call, Aye: 9, Nay: 0, Absent: 1 (Weber). Motion carried.

M/S Grant/Engels to approve PPE# 3-Final in the amount of \$14,930.00 to Their Well Company. Upon a roll call, Aye: 9, Nay: 0, Absent: 1 (Weber). Motion carried.

Operations Report: Tom Muller presented the Monthly Operations Report. Commissioner Ufkin asked staff and engineering about history of VFD's at Leota Booster and to provide findings at next board meeting. Discussion was had on easements and crop damage payments. Spronk asked about red water from Holland source. Muller mentioned that discoloration is stemming from iron, and that staff are adjusting chemical levels to keep iron sequestered in the system. DeWilde inquired about pressure concerns in the Ruthton area. Overby mentioned that staff cleaned out a PRV screen that was partially plugged with gravel; and that he had spoken with Jeremy Nerem (RRRW Operations Manager) about shutting off delivery to the City of Balaton tank but keeping 8 rural customers on-line with LPRW water. Both instances should help out pressure/flows in the area.

Treasurer's Report: Nathan Kinner presented the Monthly Treasurer's Report.

M/S Feikema/Kraus to approve Treasurer's Report, as presented. Upon a roll call, Aye: 9, Nay: 0, Absent: 1 (Grant). Motion carried.

Paid Bills:

M/S Ufkin/Moen to approve payment on checks #5622-5756, excluding voided check #5644. Upon a roll call, Aye: 9, Nay: 0, Absent: 1 (Grant). Motion carried.

Pending Bills:

- DeWild Grant Reckert and Associates Company:
 - General Services = \$1,596.50
 - 2016 Improvements-Pro. #2 = \$14,748.95
 - North Area Water Source = \$7,667.50
- Schramel Law Office:
 - General Services = \$1,417.50

- LRE Water
 - North Water Source = \$15,351.52
- Northland Trust
 - Pipestone Co Series 2016A Bond = \$8,857.50
 - Nobles Co Series 2012A Bond = \$6,593.75
- Ehlers Bond Trust Services
 - Lincoln Co Series 2013A Bond = \$11,067.50
- US Bank
 - YM Co Series 2016A Bond = \$40,431.25

M/S Spronk/Lonneman to approve paying pending bills as presented. Upon a roll call, Aye: 9, Nay: 0, Absent: 1 (Grant). Motion carried.

Manager's Report: Jason Overby presented the Manager's Report for June. Also noted was Burr PW-6 failure with staff looking at repairs/replacement; the Wellhead Protection Agreement was signed by Charles Oppelt; a reminder that water rates (base and volumetric) was increasing beginning July 1; and that Audit Presentations have been scheduled with various counties.

Attorney's Report: Ron Schramel informed the Commission that the terms for Commissioners Jan Moen, Frank Engels and Brent Feikema are up at the end of 2020. All three have expressed interest to continue for another 4-year term.

M/S Kraus/Weber to approve the reappointments of Commissioners Engels, Moen and Feikema to another 4-year term. Upon a roll call, Aye: 9, Nay: 0, Absent: 1 (Grant). Motion carried.

Committee Reports:

- **Executive Committee:** Nothing to report.
- **Personnel Committee:** Nothing to report.
- **Budget and Finance Committee:** Nothing to report.
- **Water Resources and Equipment Committee:**

M/S Feikema/Engels to approve the minutes from the June 24th, 2020 Water Resource/Equipment meeting. Upon a roll call, Aye: 10, Nay: 0. Motion carried.

Discussion:

- North Area Water Source Project.

M/S Ufkin/Feikema to approve exercising the Options (purchasing of land) held with of Jason and Leann Mamer, and Robert and Shirley Kuhlmann; with the desire to extend the overall size of the Mamer

Option to approximately one (1) acre with landowner consent. Upon a roll call, Aye: 10, Nay:0. Motion carried.

M/S Moen/Feikema to extend the duration of the remaining two (2) Options to Purchase held with D. Rysdahl and N. Lukken by another two (2) years. Motion tabled by Chairman Kling until July Board meeting.

- City Contracts and Capacities. Discussed cities/towns having no contracts, the existing language of those with contracts, and those communities that are exceeding their assigned daily peak usage. Commissioner Ufkin recommended this item be tabled until legal has opportunity to review city contract information.
- Transfer of Purchase Capacity.

M/S Spronk/Lonneman to adopt the revision of the existing Transfer of Capacity Unit Policy, as described below:

Transfer of Purchased Capacity

LPRW will allow for a one-time per account transfer of one (1) purchased capacity unit between properties with the same ownership where there is no assessment due on the property. Capacity Unit is defined as 50,000 gallons per month. A Fee of \$500 per transfer request will be charged to the requesting party. Transfer requests are subject to engineering approval. If system improvements are needed to accommodate the requested capacity transfer, the requesting party is responsible for all associated costs of improvements. Ownership is defined as an individual or 51% or more ownership of a business entity. (revision 6/29/2020).

Upon a roll call, Aye: 10, Nay:0. Motion carried.

- RRRW Usage. Management worked with RRRW staff to change operation of water delivery to reduce pressure/flow issues. No action taken on Committee recommendation.
- **Joint Powers Board Representative:** Nothing to report.

Other Business:

- Verdi Wellfield and Holland Wellfield Land Lease Agreements:

M/S Weber/Feikema to accept the bids, as presented, and to award Heath Houselog the contracts for Site(s) V-A, V-B and V-C; and to award Mike Moeller the contract for Site H-A; and to award the contract to Mark Moeller for Site H-B. Upon a roll call, Aye: 9, Nay: 1 (Kraus). Motion carried.

- COVID-19 Preparedness Plan

*M/S Grant/Kraus to adopt the COVID-19 Preparedness Plan, as presented.
Upon a roll call, Aye: 10, Nay: 0. Motion carried.*

Public Comment: Lyon County Commissioner Rick Anderson encouraged board member participation with the General Manager when LPRW presents the audit/activities at the next scheduled Lyon County Commission meeting.

Adjournment: *M/S Spronk/Feikema to adjourn board meeting at 8:05 pm. Upon a roll call, Aye: 10, Nay:0. Motion carried.*

Respectfully Submitted,

Randy Kraus, LPRW Board Secretary