

Lincoln Pipestone Rural Water

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Meeting Minutes

August 27th, 2018

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, August 27th, 2018, starting at 5:02pm. Chairman Earl DeWilde called the meeting to order with Commissioners Ken Buysse, Brent Feikema, Rod Spronk, Jan Moen, Jerry Loneman, Joe Weber, Mitch Kling, Randy Kraus, Bill Ufkin and Frank Engels present. Also present were Board Attorney Ron Schramel, DGR Engineer Darin Schriever, Financial Advisor Nathan Kinner, Enterprise Technician Jodi Greer, General Manager Jason Overby, and Lyon County Commissioner Gary Crowley.

Agenda: *M/S Feikema/Engels to approve the agenda. Motion carried.*

Minutes: *M/S Ufkin/Kraus to approve minutes from the July 2018 Board Meeting. Motion carried.*

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

- **Priority #2 – 2016 Improvements Project**

Edgerton PS/R SCADA Upgrade (AE2S):

M/S Kling/Buysse to accept the contract as complete and to make final payment in the amount of \$2,560.00, pending submission of final paperwork by AE2S and DGR and RD review. Motion carried.

Meter Replacement/AMR System (Metering & Technology Solutions):

M/S Spronk/Moen to approve Change Order #2 in the amount of \$4,612.96. Motion carried.

M/S Buysse/Feikema to approve payment to MTS for PPE #4 in the amount of \$47,531.31. Motion carried.

- **City of Edgerton:**

Design work on the booster/meter is progressing well.

- **Dawson Water Source:**

We are just waiting on final project documents from Winter Brothers Underground. Retainage is still being withheld.

- **North Area Water Source:**

Thein has the screen in. Production well scheduled this week to be drilled.

- **SCADA Platform:**

DGR working with Rockwell to develop a system design. Needing to expedite the process due to SCADA/communication/computer issues happening at Holland/Lismore/Woodstock Booster sites.

Operations Report: August Operations Report was presented. Additional items discussed included the following:

- GM reported the SCADA/communication/computer issues at various facilities and have contracted AE2S to help resolve these issues. The board was fine with that decision.

Manager's Report: August Manager's Report was presented. Additional items discussed included the following:

- LPRW received full payment of \$10,506.31 from the City of Lynd for unpaid water through irrigation meters of Affinity Hills Development customers.
- The Land Institute has agreed to pay LPRW for the Kernza grain produced this fall. A price of \$200/acre has been set. GM requested board approval for this agreement.

M/S Ufkin/Moen to accept the Grain Purchase Contract with The Land Institute for the purchase of Kernza grain at the set rate. Motion carried.

- GM is considering moving a water system operator from distribution into maintenance and to begin cross-training after Labor Day holiday. Options were briefly discussed to fill the water system operator position with previous applicants or to advertise. Consensus was to advertise.

Attorney's Report:

- **MN Public Employees Retirement Association (PERA)** – Schramel described the definition of a public body and the criteria associated with PERA Program qualifications. The PERA application has been filled out and will be submitted along with a cover letter. Staff reviewed past Board minutes from 1979 to 1990 searching for references to “retirement/pension/PERA”; then made findings available for Board review. No documentation/information was found in prior minutes stating that LPRW should, or should not, be on PERA. Engels remembers discussions about PERA but said that the board and staff at that time felt that LPRW didn't have to join, so they found a better retirement option.

- **MVTV Contract**– GM discussed Tower Lease Agreements and the opportunity to have internet at various sites. MVTV has proposed a simplified agreement that “trades” internet service for placement of communications equipment on LPRW facilities. LPRW currently has such arrangement at the Burr WTP. Schramel advised to keep service arrangements clean and to charge them for the space and pay for the internet service. GM will bring the future agreements for board consideration and approval.

Treasurer’s Report: Kinner presented the Treasurer’s Report for August.

M/S Weber/Kraus to approve Treasurer’s Report, as presented. Motion carried.

Paid Bills:

M/S Feikema/Moen to approve payment on checks #2672 through #2827. Motion carried.

Pending Bills:

- DeWild Grant Reckert and Associates Company:
 - General Services Invoice #202 = \$3,710.58
 - 2016 Improvement Pro. #28 = \$8,978.85
 - North Area Water Source #7 = \$326.00
 - City of Edgerton = \$2,300.00
- Schramel Law Office:
 - General Services = \$3,322.70
- Northland Securities
 - Pipestone County \$9.890 Series 2016B = \$49,945.00

M/S Ufkin/Lonneman to approve paying pending bills, as presented. Motion carried.

<Break>

Committee Reports:

- **Executive Committee:**

M/S Lonneman/Ufkin to approve the minutes of the August 17th, 2018 Executive Committee Meeting (conference call). Motion carried.

M/S Kling/Buysse to approve the minutes of the August 23rd Executive Committee Meeting – Board Member Candidate Interviews. Motion carried.

GM cited the names of all candidates interviewed, and remarked how well the interviews went. The Executive Committee then presented a recommendation to the full Board for consideration.

***M/S Buysse/Feikema to recommend to Lyon County District Court that Glen Grant be appointed to replace Ken Buysse's position on the Lincoln-Pipestone Rural Water System Board of Commissioners, effective January 1, 2019.
Motion carried.***

GM was directed to contact Mr. Glen Grant immediately. Lonneman asked to invite him to attend the upcoming board meetings. Spronk commented on Mr. Grant's knowledge of the system and believes this as a huge advantage.

- **Personnel Committee:** Nothing to report.
- **Budget and Finance Committee:** Nothing to report.
- **Water Resources and Equipment Committee:** Nothing to report.
- **Joint Powers Board Representative:** Mediation between L&C and Carstensen Contracting/Ameron has ceased. L&C is discussing a plan B. Ameron has been acquired by Northwest Pipe. If L&C budget is approved with suggested water rate changes, the rate structure will be \$1.12/1000 gallons (October & November until WPU and LPRW connections are established), \$1.06 for December to January, and \$1.04 February through September.

Other Business:

Feikema asked about the status of Holland's RO's when Worthington is on L&C. MPCA has also asked LPRW when the RO's at Holland WTP are going to be shut down. Lonneman stated that Worthington should have water by November 15th but that they are behind in reservoir construction project. GM provided general timeline for RO shutdown, including notifications to MPCA.

Lonneman inquired as to pursuing bonding money with the State. Schramel stated LPRW to consider hiring a lobbyist to assist. However, LPRW needs a plan/project identified before hiring a lobbyist.

Engels requested to move the September meeting to 7pm. The board discussed and agreed upon a 6pm start for the September Board meeting.

Public Comment: No public comment.

Adjournment: *M/S Lonneman/Feikema to adjourn board meeting at 7:00 pm.*

Respectfully Submitted,

Janice Moen, LPRW Board Secretary