

# **Lincoln Pipestone Rural Water**

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## **Meeting Minutes**

**February 22, 2021**

The regular scheduled meeting of the Lincoln Pipestone Rural Water (LPRW) System Board of Commissioners was held at the Lake Benton Community Center in Lake Benton, MN, on Monday, February 22, 2021; and was available for viewing/participating via WebEx video/teleconferencing. The meeting was called to order at 10:20AM by Board Chairman Mitch Kling. A quorum was established with Commissioners Bill Ufkin, Joe Weber, Jerry Lonneman, Earl DeWilde, Frank Engels, Randy Kraus, Jan Moen, and Brent Feikema in attendance, and Commissioner Rod Spronk joining via WebEx. Also attending was Board Attorney Ron Schramel, Supervisor Tom Muller, and General Manager Jason Overby, Enterprise Technician Jodi Greer, and Lyon County Commissioner Rick Anderson. Attending via WebEx was DGR Engineer Darin Schriever and Nathan Kinner (Kinner and Co.).

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

**Minutes:** *M/S Feikema/Moen to approve the minutes from the January 2021 Board Meeting. Motion carried.*

**Engineer's Report:** Darin Schriever presented the Engineering Report for February.

- SCADA Upgrades.

*M/S Ufkin/Weber to approve CO #3 with Thompson Electric in the amount of \$8,235.65, subject to RD concurrence. Motion carried.*

*M/S Weber/DeWilde to approve payment for PPE#8 in the amount of \$137,570.25 to Thompson Electric. Motion carried.*

- Lincoln Pump Station Improvements – Bid Tabulation. Three (3) bids were submitted with Keys Well Drilling providing the lowest bid. Engineer recommendation to award to Keys Well Drilling. Commissioner Spronk inquired about additional work to be done as part of project. Schriever explained there will be owner-furnished items as well as additional control/SCADA work needed. Weber asked how long Keys Well Drilling was in business. Schriever replied 1990.

*M/S Engels/Lonneman to award the Lincoln Pump Station Improvement contract to Keys Well Drilling in the amount of \$128,750.00. Motion carried.*

- Unserved Cities. Schriever provided status updates for various cities interested in connecting. City of Adrian has requested a cost estimate to connect. Revised cost estimates were provided for the cities of Clarkfield and Wood Lake.

Commissioner Lonneman asked about recent bidding results in relation to current economics; as well as having ample supply of materials on hand. Schriever indicated that costs are likely to increase. Schriever also mentioned the issue pertaining to Badger AMR/AMI endpoints harboring 3G technology are deemed end-of-life; and system faced with widespread replacements of devices.

**Operations Report:** February Operations Report was presented. Muller gave progress update on SCADA conversion at Burr; noted that staff dealt with nine freeze-ups all on homeowner's lines/houses while none occurred on our main lines. Muller also provided updated construction/labor costs for consideration and Board approval.

*M/S Feikema/Moen to approve new construction/labor rates, as presented. Motion carried.*

**Attorney's Report:** Schramel noted that the 2020 Assessment report will be available at next month's meeting.

**Manager's Report:** February Manager's Report was presented. Overby provided update on communication with various cities for possible connections with LPRW. City of Adrian contacted DGR about purchasing water from LPRW. A preliminary cost estimate has been provided to Adrian.

**Treasurer's Report:** Kinner presented the Treasurer's Report for February. Adjustments had been made since year-end due to additional data coming in late. LPRW paid down \$875,400 in long-term debt in 2020 from bond payoffs.

*M/S Ufkin/Lonneman to approve the Treasurer's Report, as presented. Motion carried.*

Paid Bills:

*M/S Lonneman/Weber to approve payment on checks #6273-6788, excluding voided check #6700. Motion carried.*

Pending Bills:

- DeWild Grant Reckert and Associates Company:
  - General Services = \$2,018.50
  - 2016 Improvements-Pro. #2 = \$13,702.00
  - North Area Water Source = \$447.50
- Schramel Law Office:
  - General Services = \$1,517.50
  - North Area Water Source = \$122.50

*M/S Engels/Feikema to approve paying pending bills, as presented. Motion carried.*

**Committee Reports:**

- **Executive Committee:** Chairman Kling updated the Board on the single application for Board Member vacancy, the interview and recommendation of Mr. Peter Peterson to fulfill the vacant position for the remaining term.

*M/S Ufkin/Engels to recommend to the District Court Judge to appoint Peter Petersen to fill the vacant LPRW Commissioner seat, and to complete the remaining term of the vacated commissioner position. Motion carried.*

*M/S Lonneman/Moen to approve the minutes of the 2/19/21 Executive Committee Meeting. Motion carried.*

- **Budget and Finance Committee:** Nothing to report.
- **Personnel Committee:** Commissioner Kraus discussed meeting with staff members and overview with GM. Kraus relayed committee's recommendation for GM salary raise.

*M/S Kraus/Weber to approve GM salary increase of \$5,000 retroactive to January 1, 2021. Motion carried.*

*M/S Ufkin/Weber to approve the committee minutes. Motion carried.*

- **Water Resources & Equipment Committee:** Nothing to report.
- **Joint Powers Board Representative:** Commissioner Lonneman commented on the passing of Red Arndt and the recent appointment of Pat Baustian to fill the directorship for the City of Luverne.

**Other Business:**

- Resolution Concerning Tort Liability.

*M/S Lonneman/Kraus to approve the Resolution Concerning Tort Liability for 2021. Motion carried.*

- Resolution extending Workers Compensation Coverage to the LPRW Board of Commissioners.

*M/S Ufkin/Moen to approve the Resolution Extending Workers Compensation Coverage to the LPRW Board of Commissioners for 2021. Motion carried.*

The March 29<sup>th</sup> Board meeting will be held at the Community Center in Lake Benton starting at 10:00AM.

**Public Comment:** None

**Adjournment:** *M/S DeWilde/Feikema to adjourn the board meeting at 12:02 PM.  
Motion carried.*

Respectfully Submitted,

Randy Kraus, LPRW Board Secretary