**EAST RANGE WATER BOARD**

**Monthly Meeting Minutes**

**Wednesday, December 18, 2024 4:30 P.M.**

**City/Town Government Center**

***Appointed Board Members for City of Aurora:*** *David Skelton, Dennis Schubbe;*

***Appointed Board Members for the Town of White:*** *Jon Skelton, Vice Chairman of the Board; Clark Niemi;*

***Absent Board Members:*** *Doug Gregor*

***Others Present:*** *Luke Heikkila (COA),**Jodi Knaus (TOW); Kimberly Berens (COA); Jim Gentilini (COA), Brian Guldan (Bolten-Menk); Robert Rutka;*

1. A board meeting was called to order by Vice Chairman Skelton at 4:30 P.M.

2. Consent Agenda:

1. Approval of November 20, 2024 Regular Meeting Minutes
2. Treasurer’s Report – Fund Balances
3. Approval of Disbursements and Payroll for November 2024:

1. Bolton & Menk Invoice #0350044 $1,842.00

 2. Bolton & Menk Invoice #0350046 $89,626.00

3. Magney Construction Application #2 Raw Water Intake Structure- $898,134.75

4. Magney Construction Application #6 Water Treatment Plant- $545,504.25

5. Employee wages, FICA/Medicare - $64.60

6. Northern State Bank Transfer Fee - $20.00

d. Correspondence - None

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY DENNIS SCHUBBE APPROVING THE CONSENT AGENDA AS PRESENTED AND DISCUSSED. MOTION CARRIED**

 3. Legal matters – Updates including but not limited to:

* 1. Creation of New Legal Entity Timeline & Guidance – tabled to end of Project
	2. Hoyt Lakes joining water Board & Administrative Meetings – Guldan updated Board meetings are taking place prior to each monthly Water Board Meeting. Hoyt Lakes is committed to joining the Board. New legal agreement will need to be finalized within the next six months. Administrators are meeting to work on the agreement. Bolton & Menk will lead discussions on buy-in costs for Hoyt Lakes. Funding continues to be sought along with design to be complete by end of 2027. Bids out 2028.

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY DENNIS SCHUBBE TO CONTINUE THESE DISCUSSIONS AND TO TABLE TO NEXT MONTH. MOTION CARRIED**

1. Guests – None
2. Construction Management Updates – Bolton & Menk – December 2024 Project Status Report Memo was reviewed by Guldan; Goal is to have construction costs plus design costs still come under budget for Project; modeling presentation may be in March; Biwabik conversations continue and a letter will be coming from the Biwabik PUC.
	1. Funding Initiatives & Project Financing Report
* Heikkila updated Board he reached out to Jeff Anderson about Army Corps funding; IRRR grants are all exhausted now; 2025 bonding language was updated to East Range for Project recipients.
	1. Engineering Work & Construction Updates –water treatment plant is moving along as planned; change order #1 was approved; Scenic Acres watermain is installed; ground restoration took place but will be completed in Spring; USA final punch list tabled to Spring.
	2. Permitting & other pending Items – DNR Water Appropriations Permit monitoring plan was submitted; Quarry Golf Contingency Plan was submitted;

6. Community Outreach – No discussion

7. Other Business:

a.) St. James Pit & current water plant updates – pumping will begin soon; zebra mussels testing will be done;

b.) Board wages for citizens (non-employee) will continue to be paid out of Biwabik Fund for now;

c.) Property Insurance Coverage

**IT WAS MOVED BY JON SKELTON, SUPPORTED BY DAVID SKELTON APPROVING THE INSURANCE LIABILITY WAIVER TO NOT WAIVE THE MONETARY LIMITS ON MUNICIPAL TORT LIABILITY AND JARED AHRENS PAY RATE AT EIGHT PERCENT OF THE PREMIUM FOR SALARY. MOTION CARRIED**

d.) Schedule Reorganizational meeting

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY DENNIS SCHUBBE SCHEDULING THE REORGANIZATIONAL MEETING OF THE WATER BOARD FOR WEDNESDAY, JANUARY 15, 2025 AT 4:15 P.M. MOTION CARRIED**

8.) Next Meeting Date: Wednesday, January 15, 2024 4:15 p.m. with Regular Board meeting following

9.) Adjournment

**MOVED BY CLARK NIEMI, SUPPORTED BY DENNIS SCHUBBE TO ADJOURN AT 5:07 PM. MOTION CARRIED**

Respectfully submitted,

Jodi Knaus, Administrative Recorder