**EAST RANGE WATER BOARD**

**Monthly Meeting Minutes**

**Wednesday, November 20, 2024 4:30 P.M.**

**City/Town Government Center**

***Appointed Board Members for City of Aurora:*** *Douglas Gregor, Chairman of the Board; David Skelton, Dennis Schubbe;*

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

***Absent Board Members: None***

***Others Present:*** *Jodi Knaus (TOW); Kimberly Berens (COA); Brian Guldan (Bolten-Menk); Robert Rutka; Jacob Crispo (Bolton & Menk); Jake Berndt;*

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

2. Consent Agenda:

1. Approval of October 16, 2024 Regular Meeting Minutes
2. Treasurer’s Report – Interim Financing was paid off; Biwabik Fund balance was requested;
3. Approval of Disbursements and Payroll for October 2024:

1. Bolton & Menk Invoice #0347919 $11,400.00 to be paid out of Biwabik fund

 2. Bolton & Menk Invoice #0348514 $135,216.58

3. Magney Construction Application #5 Water Plant- $320,973.65

4. Employee wages, FICA/Medicare - $64.60

5. First Independent Bank of Russell – Additional Interest - $1,937.95

d. Correspondence - None

**IT WAS MOVED BY JON 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
1. Guests – None
2. Construction Management Updates – Bolton & Menk - November 20, 2024 Project Status Report Memo was reviewed by Guldan; David Skelton would like to see a change order with the changes in the financial amounts for each change of the overall Project cost documented moving forward; Guldan assured the Board there will be a detailed line by line statement showing the savings;
	1. Funding Initiatives & Project Financing Report
* FY26 Congressional Directed Spending – Open for Application – there is a $4 million funding gap for the Project now.

**IT WAS MOVED BY JON SKELTON, SUPPORTED BY CLARK NIEMI APPROVING THE ADMINISTRATIVE STAFF APPLY FOR THIS FUNDING FOR THE PROJECT. MOTION CARRIED**

* 1. Engineering Work & Construction Updates – Scenic Acres residential area is connected and water access connection fees and applications are coming in; Utility Systems of America’s certificate of substantial completion was provided to the Board; contract requires completion by December 15, 2024 which includes all punch list work. Adequate restoration of vegetation will be required. A spot for 3rd pump will be available at the Water Plant.
* Water Treatment Plant Change Order #1

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY CLARK NIEMI APPROVING THE CHANGE ORDER #1 FOR THE WATER TREATMENT PLANT AS PRESENTED. MOTION CARRIED**

* 1. Permitting & other pending Items
* MNDNR Water Appropriation Draft Permit & Supplemental Documentation Review

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY DENNIS SCHUBBE APPROVING THE PERMIT CONDTIONS, MONITORING PLANS AND QUALITY ASSURANCE AS PRESENTED AND DIRECTING BOLTON & MENK TO PROVIDE NOTICE TO THE MNDNR TO PROCEED. MOTION CARRIED**

* Two-year Lease MN DNR – Construction Staging Area – Expires 12/31/24

**IT WAS MOVED BY DENNIS SCHUBBE, SUPPORTED BY DAVID SKELTON APPROVING LEASE LMIS010613 WITH PAYMENT TO THE MN DEPARMTMENT OF NATURAL RESOURCES FOR ANOTHER TWO YEARS FOR USE OF THE CONSTRUCTION STAGING AREA FOR THE JOINT WATER PROJECT. MOTION CARRIED**

6. Community Outreach – No discussion

7. Other Business:

a.) St. James Pit & current water plant updates – none

8.) Next Meeting Date: Wednesday, December 18, 2024 4:30 p.m.

9.) Adjournment

**MOVED BY CLARK NIEMI, SUPPORTED BY DENNIS SCHUBBE TO ADJOURN AT 5:31 PM. MOTION CARRIED**

Respectfully submitted,

Jodi Knaus, Administrative Recorder