**EAST RANGE WATER BOARD**

**Monthly Meeting Minutes**

**Wednesday, April 17, 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:*** *Clark Niemi;*

***Absent Board Members:*** *Jon Skelton, Vice Chairman of the Board*

***Others Present:*** *Lucas Heikkila (COA); Kimberly Berens (*COA);*Jodi Knaus (TOW); Robert Rutka (Resident), Richard Hess (COA Councilor); Jim Gentilini (COA); Joshus Stier (Bolton-Menk); Brian Guldan (Bolten-Menk); Craig Anttila, Bill Lesar, Gregg Debevec, Chad Skelton, Vickie Popovich, Gordon Popovich, Karie Wegleitner, Robert Westlund, Amanda Sand, Mike Sand, Patricia Oberg, C. Oberg, Karin Krueger, Jan Debevec, Jake Berndt, John Miettunen, John Baxter;*

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

2. Consent Agenda:

1. Approval of March 20, 2024 Regular Meeting Minutes
2. Treasurer’s Report – Interim Financing: $141,918.56; Biwabik Fund: $72,132.56; Total: $214,051.12;
3. Correspondence – March 22, 2024 copy of letter sent to Miles Jensen, SHE

**MOVED BY DAVID SKELTON, SUPPORTED BY CLARK NIEMI APPROVING THE CONSENT AGENDA AS PRESENTED EXCEPT DISBURSEMENTS WHICH WILL BE APPROVED SEPARATELY. MOTION CARRIED**

1. Approval of Disbursements:
2. Bolton & Menk - $32,195.00
3. Fryberger Law - $4,095.45

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY CLARK NIEMI TO APPROVE AND PAY THE BOLTON & MENK INVOICE IN THE AMOUNT OF $32,195.00 PAID OUT OF THE NEW CONSTRUCTION FUNDS AND TO APPROVE AND PAY THE FRYBERGER LAW INVOICE IN THE AMOUNT OF $4,095.45 PAID OUT OF THE INTERIM FINANCING LOAN FUNDS. MOTION CARRIED**

1. Legal matters – Updates including but not limited to:
	1. Scenic Acres Land & Facility Title Clearance Status – Authorization letter was sent to Mia at Fryberger Law by the Township Board; Kilgore indicated to Gregor the title clearance process is moving forward with no objections and will be a matter of record in a few weeks.
	2. Creation of New Legal Entity Timeline & Guidance – Tabled until end of project. David Skelton voiced now is the time to be determining who and how the joint system will be managed with staff, financing, and the other administrative items that are pending. He would like an administrative committee formed.
	3. St. Louis County Lease Status – MMB checklist was shared with the Board and lease payment fee was reviewed.

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY DENNIS SCHUBBE AUTHORIZING PAYMENT OF THE ST. LOUIS COUNTY FORTY (40) YEAR LEASE IN THE AMOUNT UP TO $8,100.00 OUT OF THE INTERIM FINANCING LOAN FUNDS. MOTION CARRIED**

1. Engineering Updates – Bolton & Menk April 11, 2024 status report was reviewed
	1. Funding Initiatives & Cumulative Accounting
2. Lobbying Trip to St. Paul – Doug Gregor and David Skelton testified for the Project.
3. Project Financing Report – PFA increase in loan amount to $10 million is looking very promising; project is funded 83% by grants;
4. Create Administrative Committee

**IT WAS MOVED BY CLARK NIEMI, SUPPORTED BY DENNIS SCHUBBE TO CREATE AN ADMINISTRATIVE COMMITTEE CONSISTING OF DOUG GREGOR, DAVID SKELTON, LUCAS HEIKKILA, AND JODI KNAUS. MOTION CARRIED**

* 1. Engineering Work – Josh & Brian updated the Water Board on the three phases of the Project and reviewed the schedule.
1. Design Updates for the Raw Water Building were reviewed; moved generator out of building; Value Added Engineering took place which is not just about saving money as any changes would have re-design costs but the intent is to have a better Project overall; smaller footprint for building now;

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY CLARK NIEMI AUTHORIZING BOLTON & MENK TO MOVE FORWARD WITH THE BUILDING MODIFICATIONS AS PRESENTED. MOTION CARRIED**

1. Appropriations Permit – DNR Review Status – Permit is still pending; meeting will be held Friday, April 19, 2024; will work with DNR on depth for a cost savings and maybe modify material from steel to concrete;
2. Watermain will stay as originally planned because re-routing under the lake is not feasible; Lake Mine Road will be open cut; number of valves have been reduced; PRV station is being looked at to reduce pressure in Pineville; Pre-construction meeting was held April 17, 2024; No notice to proceed has been given yet; Right-of-way is marked; two hydrants will be added in Scenic Acres;
3. Guests – Robert Rutka spoke on behalf of the residents at Scenic Acres. The community was built in the 1990’s and they have good water now – there was a time when it was bad but that has been fixed. They currently pay $400/year and they have a concern of increased monthly costs and want to know if there will be a cost to be connected to the new service. Scenic Acres residents do not want water from the source of St. James Pit; the perception is the water is not as good as Lake Mine and they would like to wait until the Project is completed in 2026. David Skelton clarified for those present the cost to connect will be $1,000.00 per household as this is what the current ordinance states and at this time there is no current plan to hook up White Pine. Heikkila raised the concern of the bidding documents identify Scenic getting water in 2026 however, there are warranty issues and testing concerns since the piping is being installed in 2024 and would sit empty for two years. This is an item that needs to be decided by the Water Board soon.
4. Community Outreach – A website is being developed by Bolton & Menk; There will be a community meeting sometime in June after the legislative session. An Open House needs to be scheduled to communicate with Scenic Acres and Pineville residents.

**IT WAS MOVED BY DENNIS SCHUBBE, SUPPORTED BY DAVID SKELTON TO SCHEDULE A SPECIAL MEETING AT THE AURORA COMMUNITY CENTER ON WEDNESDAY, APRIL 24, 2024 AT 5:00 P.M. TO HOST AN OPEN HOUSE FOR RESIDENTS ON THE WATER PROJECT. MOTION CARRIED**

1. Other Business
	1. Change Orders – Heikkila would like to establish a policy or guideline on who can sign change orders, approve pay reports, and at what monetary threshold the Board wants to review and approve any changes which increase the costs of the Project.

**IT WAS MOVED BY DOUG GREGOR, SUPPORTED BY DAVID SKELTON IDENTIFYING THAT ANY CONTRACTOR INVOICES AND PAY REQUESTS WILL BE REVIEWED AND SIGNED BY THE ENGINEERING TEAM FIRST FOR ACCURACY AND THEN FORWARDED TO THE TECHNICAL COMMITTEE REPRESENTATIVES FOR REVIEW AND FINAL SIGNATURE BY AUTHORIZED REPRESENTATIVE IDENTIFED AS DAVID SKELTON. MOTION CARRIED**

**IT WAS MOVED BY DAVID SKELTON, SUPPORTED BY CLARK NIEMI IDENTIFYING ALL CHANGE ORDERS CREATED & SIGNED BY BOLTON & MENK WILL BE FORWARDED TO THE CONTRACTOR FOR SIGNATURE, SENT BACK TO BOLTON & MENK AND THEN IF UNDER THE COST OF $100,000.00 FORWARDED TO DAVID SKELTON FOR APPROVAL AND SIGNATURE; AND FOR CHANGE ORDERS OVER THE COST OF $100,000.00 THEY WILL NEED TO BE FORWARDED TO THE WATER BOARD FOR REVIEW AND APPROVAL. MOTION CARRIED**

* 1. St. James Pit & current water plant updates – Gentilini stated the water is four inches lower than last week;
1. Next Meeting Date: Wednesday, May 15, 2024 4:30 p.m.
2. Adjournment

**MOVED BY CLARK NIEMI, SUPPORTED BY DENNIS SCHUBBE TO ADJOURN AT 6:19 PM. MOTION CARRIED**