

**Minutes**  
**Special Meeting of East Range Water Board**  
**City/Town Government Center**  
**Wednesday, August 18, 2021**  
**4:30 p.m.**

PRESENT: Chairman, Doug Gregor; Vice Chairman, Jon Skelton; Secretary/Treasurer, David Skelton; Board Members, Clark Niemi, Jim Gentilini

ABSENT:

ALSO PRESENT: Stefanie Dickinson, City of Aurora Clerk-Treasurer; Lindsey Luke, Secretary; Todd Koneczny, Building Rescue – Project Liaison; Miles Jensen, Engineering Project Manager - SEH; Kevin Young, SEH; Mike Larson, SEH; Mia Thibodeau, Project Attorney - Fryberger, Buchanan, Smith & Frederick, P.A.

A board meeting was called to order by Chairman Gregor at 4:31 p.m.

**Moved by D. Skelton Supported by Niemi to approve the East Range Water Board Meeting Minutes from July 21, 2021 and July 28, 2021. MOTION CARRIED**

An update was given from Treasurer D. Skelton regarding the receipt process after collaborating with Aurora's City Clerk-Treasurer, Stefanie Dickinson, and Town of White Clerk/Manager, Jodi Knaus.

Approval of Payments

**Moved by Gregor Supported by J. Skelton to approve payment for the SCT Invoice in the amount of \$3,480.00. MOTION CARRIED**

**Moved by Gentilini supported by D. Skelton to approve payment for the Civic Systems quote for the one-time charge of \$4,050.00 and the annual amount of \$950.00. MOTION CARRIED**

Organizational Matters

The Board discussed fiscal matters including obtaining a Federal Tax ID Number and a State Tax ID Number. Neither are necessary at this time

Mia from Fryberger Law gave an update regarding the real-estate projects currently in the works.

The League of Minnesota Cities Insurance Trust was discussed. Town of White Manager/Clerk had submitted a request for a quote from a local Insurance Broker. Clerk-Treasurer of Aurora informed the board that there is another local Insurance Broker interested in producing a quote for the Board.

Aurora City Clerk-Treasurer gave an update on the properties of interest for the Raw Water Main line, that would need to be obtained through purchase for the new Water Treatment Plant. After consideration, it has been determined that the most necessary property to purchase is Parcel ID Number 100-0047-00090 owned by the State of Minnesota.

**Moved by J. Skelton supported by Gentilini to table purchase of Parcel ID Number 100-0047-00090 owned by the State of Minnesota for the Raw Water Main Line. MOTION CARRIED**

**Moved by Niemi supported by D. Skelton to table the ordinance development including the plan and schedule. MOTION CARRIED**

Contracts

**Moved by Gentilini supported by D. Skelton to approve SEH task #1 Amendment no. 2. MOTION CARRIED**

**Moved by J. Skelton supported by D. Skelton to approve the Agreement for Professional Services Task 2. MOTION CARRIED**

**Moved by D. Skelton supported by Gentilini to review Task 3 of the Agreement for Professional Services in the next meeting. MOTION CARRIED**

A discussion took place regarding a need for an engagement letter between the East Range Water Board and Fryberger Law.

A discussion took place regarding the relationship between the Board and NTS.

A discussion took place regarding the need for participation from Todd Koneczny with Builder Rescue and the roles he should be performing for the East Range Water Project. An update regarding further consideration in this matter will be produced at the next board meeting.

**Moved by J. Skelton supported by D. Skelton to table the establishment of roles and delegation of expectations of Todd Koneczny with Builder Rescue and to direct Chair Doug Gregor and Board member David Skelton to discuss with Todd Koneczny to establish these tasks. MOTION CARRIED**

**Moved by J. Skelton supported by D. Skelton to table the contract negotiation with NTS and the development of the engagement letter between the Board and Fryberger Law. MOTION CARRIED**

A discussion took place regarding the budget needed for the East Range Water project. As an organization that has had an interim financing budget determined in the past, a future budget development should be discussed at a later time. A Budget Committee may be valuable as the project reaches its further stages.

**Moved by Gentilini supported by Niemi to table the budget establishment for the East Range Water Project. MOTION CARRIED**

#### Current Cost Summary

An update was given by SEH about the current project cost summary. An attachment was provided that gave a detailed current summary.

#### Land Interest Acquisition Plan

An update was given regarding the Biwabik PUC consent to lease land sharing. Fryberger law is working on obtaining the status of land ownership in Scenic Acres. SEH would be doing most of the planning and figuring out of road and land interest surrounding the Scenic Acres and Pineville area.

#### Funding Initiatives

An update was given regarding the meeting with Commissioner Phillips and members of the East Range Water Board. Mike Larson, SEH, gave advice regarding a way to obtain further funding and discussed the role in which he will take in order to create the most effective strategy for funding this project. SEH addressed concerns regarding water age and fire flow in the Pineville and Scenic Acres area.

#### Tech Committee Report

An update was given from Jim Gentilini regarding the Tech Committee meeting. Proceeding the meeting, Jim Gentilini and Clark Niemi were able to locate waterlines and will have more updates for the Board after the next Tech Committee meeting. Miles Jenson, SEH, spoke about how the civil plans are continuing to move forward. One project concern is connection hookup to the main water line in Pineville. SEH believes that it will be necessary to have two Tech Committee meetings in September to address all of the concerns that remain to be discussed.

Agenda item timelines were discussed and will be enacted at a later date.

LCCMR money has been approved to study the St. James pit hydrology. Additional state bond money may be available in 2022 to implement any updates or repairs that may be necessary.

Mike Larson, SEH, addressed the financial obligations between the MN DNR and the Board.

Jim Gentilini updated the Board regarding the Zebra Mussels found in the St. James pit in Aurora. The discovery of Zebra Mussels poses a risk with the intake of water from the pit as they grow. The MN DNR's suggestion was to try to move the water intake to a different source as quickly as possible to reduce the potential for costly modifications to the existing water intake.

The Minnesota Department of Health has been presented this issue and stated that the drinking water will not be affected by the findings of the Zebra Mussels.

#### Contact List

An updated Project Team contact list was distributed and discussed regarding changes or updates that may need to be given.

#### 8.) Adjournment

**MOVED BY GENTILINI SUPPORTED BY NIEMI TO ADJOURN THE MEETING AT 6:26 P.M. MOTION CARRIED**

**Next Regular East Range Water Board Meeting Date: September 15, 2021 at 4:30 p.m.**