

Joint Powers Water Board

AGENDA

Regular Meeting of September 23, 2024
Joint Powers WTP
11100 50th Street NE
Albertville, MN
6:00 PM

Chairperson

Ryan Gleason

Engineer

Chris Larson, SEH

Board Members

Tom Dierberger

Joe Hagerty

Chris Kauffman

Rob Olson

Bob Zagorski

Operations

John Seifert, Veolia

Jennifer Thomas, Veolia

Dustin Carlson, Veolia

1. Call to Order / Roll Call
2. Approve Agenda – Page 1
3. Consent Agenda – Page 2
 - 3.1 Approval of August 26, 2024 Regular Board Meeting Minutes – Page 3
 - 3.2 Approval of September 2024 List of Claims – Page 6
 - 3.3 Approval of September 2024 Budget Report – Page 7
 - 3.4 Approval of September 2024 Cash Balances Report – Page 8
 - 3.5 Receipt of August 2024 Investment Summary Report – Page 9
 - 3.6 Approval of August 2024 Monthly Operations Report – Page 13
 - 3.7 Resolution Approving Deerwood Bank as Official Depository – Page 26
 - 3.8 Authorization to Transfer Collateral from Community Development Bank to Deerwood Bank – Page 27
 - 3.9 Authorization to Solicit RFP for Well 5 Rehabilitation – Page 28
4. General Business – Page 29
 - 4.1 Authorization to Solicit for RFP for Ground Storage Reservoir – Page 30
 - 4.1 2025 Fee Schedule – Page 34
5. Engineer – Page 36
 - 5.1 SCADA Design Proposal – Page 37
6. Operations (Verbal Reports Provided at Meeting)
 - 6.1 2024 Leak Study and Repairs on Distribution System
 - 6.2 ASR Looping Project Place in Service
7. Other Business / Announcements / Correspondence
8. Adjourn

CONSENT AGENDA

1. Call to Order. The regular meeting of the Joint Powers Water Board was called to order by Chairperson Gleason, on Monday, August 26, 2024 at 6:00 p.m. at the Joint Powers Water Board Water Treatment Plant, 11100 50th St NE, Albertville, MN 55301.

Board present: Ryan Gleason, Tom Dierberger, Chris Kauffman, Rob Olson, Keith Wettschreck (for Joe Hagerty), Bob Zagorski.

Board absent: Joe Hagerty.

Staff present: John Seifert, General Manager.

Staff absent: Jennifer Thomas, Office Manager, Dustin Carlson, Water Department Supervisor / Facilities Manager.

Engineering present: Chris Larson, Short Elliott Hendrickson, Inc. (SEH).

Engineering absent: None.

2. Approve Agenda. Olson moved, Zagorski seconded, to adopt the Agenda as presented. Motion carried 6-0.

3. Approve Consent Agenda. Olson moved, Zagorski seconded, to approve the Consent Agenda below. Motion carried 6-0.

- 3.1 Approval of July 29, 2024 Regular Board Meeting Minutes
- 3.2 Approval of August 2024 List of Claims
- 3.3 Approval of August 2024 Budget Report
- 3.4 Approval of August 2024 Cash Balances Report
- 3.5 Approval of July 2024 Investment Summary Report
- 3.6 Approval of July 2024 Monthly Operations Report
- 3.8 Approval of Minger Construction Pay App # 2 on ASR Looping Project

4. General Business.

4.1 2024 Abdo Long Range Planning Update. In 2023 the Joint Powers Water Board approved the first long range planning document for use in financial modeling of operations, capital projects, and minimum reserve balances for Joint Powers finances. General Manager Seifert provided information based on the rate and long-term plan prepared by the Board's auditing firm, Abdo. Staff forecasts an increase of 215 new homes through 2026 and 275 homes per year after that. Based on those assumptions, Abdo recommends increasing WAC fees by 10% from \$2,310 to \$2,541 and a 1.5% increase to rates in 2025. Seifert told the Board that Staff has provided the addition of a large asset replacement fund (LARF) to the 2024 update for the Board's consideration. The LARF would put away a prorated portion of the largest depreciating assets over the assets lifetime. Seifert reviewed the Board's auditing firm, Abdo's, update to the financial model to represent last year's construction activity and the inclusion of updated audited business financials from the Joint Powers water sales and lease revenue. The construction of assets has to come with a set of assumptions. The Board is currently using a 3% multiplier. Seifert told the Board that the TAC committee agreed to continue using the 3% multiplier. Staff

recommends the Board approve the 2024 update to the long range planning document for use in its fund accounting and business operations for the next year. Olson moved, Wettschreck seconded, to approve the 2024 update to the long range planning document for use in its fund accounting and business operations for the next year. Motion carried 6-0.

4.2 JPWB Potential Water Treatment Plant Land Acquisition. General Manager Seifert told that Board that as part of the future proposed water treatment plant expansion on-site at 11100 50th St NE, previous site plans have been developed with a concept of expansion of the building to the East of the existing building. As part of the circulation to support the future expansion, a circulation road has been discussed as potentially necessary to accommodate delivery and water sales customers on the site. Staff made initial contact with the neighboring property to the West for a potential acquisition that would help control both the circulation and proximity of adjacent uses to Joint Powers Water Board's existing assets. General Manager Seifert showed the Board a concept plan that represents a potential concept that would afford Joint Powers an opportunity on a willing seller/willing buyer potential acquisition. The concept would provide an additional minimum of 20 feet the length of the residential lot to the West. Staff suggests offering a purchase and separation conditioned on approval from the City of Albertville, and a first right of refusal on that property that could be transferred to the City of Albertville. The Board gave consensus to continue discussions.

4.3 Joint Powers Water Board Draft 2025 Budget Discussion. General Manager Seifert discussed the 2025 potential budget items for the Board's review. Based on the 2024 Abdo Long Range Plan, it is recommended increasing WAC fees by 10% from \$2,310 to \$2,541 and a 1.5% increase to rates in 2025. This item will be brought back at the September 23, 2024 Board meeting.

5. Engineer.

5.1 Draft SCADA Memo. Engineer Larson told the Board that the current SCADA system is approximately 20 years old. All pieces of equipment making up the SCADA system are now obsolete and its software, WonderWare, should be addressed as well. Staff recommends accepting SEH Engineering's draft SCADA memo and to have a scope of services and final design prepared for the September 23, 2024 Board meeting. Olson moved, Kauffman seconded, to accepting SEH Engineering's draft SCADA memo and to have a scope of services and final design prepared for the September 23, 2024 Board meeting Motion carried 6-0.

6. Operations and Office.

6.1 Lead Service Line Survey for Member Cities. General Manager Seifert told the Board that the Federal government is requiring testing and verification of all water service lines. Staff was able to work with the community to obtain most of the required information and has since submitted it to the Minnesota Department of Health.

6.2 ASR / 15th Street Looping Project Update. General Manager Seifert told the Board that the ASR / 15th Street looping project is complete.

7. Other Business / Announcements / Correspondence.

7.1 Cybersecurity Incident Reporting Law. General Manager Seifert told the Board that the State of Minnesota has deemed that if there is a cyberattack, Joint Powers Water Board is required to report it to the State.

8. Adjourn. Zagorski moved, Wettschreck seconded, to adjourn the Joint Powers Water Board meeting at 7:05 p.m. Motion carried 6-0.

John Seifert, Recording Secretary

DRAFT

**JOINT POWERS WATER BOARD
CHECK REGISTER SUMMARY
MEETING DATE: 9/23/24**

Check #	Vendor	Check Date	Amount	Comments
17992e	CITY OF ST MICHAEL	9/19/2024	\$386,233.65	August 2024 Receipt by Charge
17993e	PAYMENT SERVICE NETWORK	9/19/2024	\$6,572.11	August 2024 Web Pay Fees
17994e	MN DEPT OF REVENUE	9/19/2024	\$1,926.00	August 2024 Sales Tax
17995e	CENTERPOINT ENERGY	9/19/2024	\$309.49	August 2024 Invoices
17996e	XCEL ENERGY	9/19/2024	\$32,437.10	101 Terrace Rd NE
21194	AARON/JENNIFER BOYLE	9/20/2024	\$143.30	Ref cr bal on 10759 106th Av N
21195	ABDO	9/20/2024	\$6,000.00	Utility Rate Study
21196	AGATHA HACKENMUELLER REV TRUST	9/20/2024	\$175.00	Ref cr bal on 11177 32nd St NE
21197	AMY JACKSON	9/20/2024	\$306.97	Ref cr bal on 11365 16th St NE
21198	ASHLEY BERTRAND	9/20/2024	\$125.00	Ref cr bal on 207 2nd St NW
21199	BENNIE/LATOYA WILSON	9/20/2024	\$147.33	Ref cr bal on 11529 20th St NE
21200	CARRIE CARLSON	9/20/2024	\$30.30	Ref cr bal on 750 Kadler Av NE
21201	CHESTER/CAROLYN HOPP	9/20/2024	\$154.50	Ref cr bal on 11120 16th St NE
21202	CIRQUE ENTERTAINMENT LLC	9/20/2024	\$2,201.10	Refund RPZ / Meter Deposit (Less Bill)
21203	CITY OF HANOVER	9/20/2024	\$66,516.31	August 2024 Receipts by Charge
21204	CODY/JENNA ATHMANN	9/20/2024	\$245.62	Ref cr bal on 1037 Emerald St
21205	COLLEEN SCHIRMERS	9/20/2024	\$157.66	Ref cr bal on 13371 43rd Alcove NE
21206	CUSTOM ELECTRICAL CONCEPTS LLC	9/20/2024	\$15,372.47	Wire New Dehumidifier
21207	DAN/LISA MARTIN	9/20/2024	\$414.78	Ref cr bal on 3897 Mason Av NE
21208	DARREN/THERESA GERMUNDSON	9/20/2024	\$455.55	Ref cr bal on 4640 Otter Ct NE
21209	FERGUS POWER PUMP INC.	9/20/2024	\$28,782.00	Belt Press Dewatering
21210	GALE/HOLLY HERMAN	9/20/2024	\$160.95	Ref cr bal on 3513 Kachina Av NE
21211	JAMES KESSLER	9/20/2024	\$120.00	Ref cr bal on 3628 Lansing Av NE
21212	JOHN/JOSIE WALD	9/20/2024	\$8.31	Ref cr bal on 970 Halsey Av NE
21213	JP BROOKS BUILDERS	9/20/2024	\$49.59	Ref cr bal on 11770 5th St NE
21214	KELLY NEGAARD	9/20/2024	\$204.73	Ref cr bal on 11221 17th Ct NE
21215	LUMBER ONE, AVON INC.	9/20/2024	\$1,000.00	Refund RPZ / Meter Escrow
21216	MARY SWINDLEHURST	9/20/2024	\$92.45	Ref cr bal on 12842 43rd St NE
21217	MICHAEL REVENING	9/20/2024	\$179.19	Ref cr bal on 3827 Larabee Av NE
21218	MINGER CONSTRUCTION	9/20/2024	\$2,250.00	Refund RPZ / Meter Deposit
21219	MITCHELL/STEPHANIE LABORDE/SCH	9/20/2024	\$75.00	Ref cr bal on 15926 54th St NE
21220	PATRICIA MAXWELL	9/20/2024	\$173.77	Ref cr bal on 2266 Langston Ct NE
21221	ROCHON CORPORATION	9/20/2024	\$2,250.00	Refund RPZ / Meter Deposit
21222	ROSS/LONDA ANTOINE	9/20/2024	\$192.59	Ref cr bal on 568 Amur Cir NE
21223	SCOTT PELLETIER	9/20/2024	\$201.54	Ref cr bal on 1008 Mallard St NE
21224	SCOTT/VICKI FISK	9/20/2024	\$129.00	Ref cr bal on 5530 O'Dean Av NE
21225	SFR ACQUISITIONS 3 LLC	9/20/2024	\$167.46	Ref cr bal on 117 1st St SE
21226	Short Elliott Hendrickson Inc	9/20/2024	\$4,719.24	August 2024 Invoices
21227	STEVEN FESSLER	9/20/2024	\$47.02	Ref cr bal on 575 Kadler Av NE
21228	TEGRETE	9/20/2024	\$462.00	September 2024 Invoice
21229	THE BEVERLY TEPLEY TRUST	9/20/2024	\$84.14	Ref cr bal on 13475 45th St NE
21230	UTILITY CONSULTANTS INC	9/20/2024	\$1,300.05	Iron, Maganese, Metals Sampling
21231	VEOLIA WATER NA	9/20/2024	\$101,528.00	October 2024 Contract Maintenance
21232	VONCO II LLC	9/20/2024	\$219.85	Filter Sand Removal
21233	WEBER LAWN & LANDSCAPE LLC	9/20/2024	\$5,356.00	Lawn Care and Hauling Materials
			\$669,677.12	

Ryan Gleason	Rob Olson
Joe Hagerty	Bob Zagorski
Chris Kauffman	Tom Dierberger

Joint Water Board
Budget - 2024 JPWB Board Meeting

Account Descr	Budget	September 2024 Amt	2024 YTD Budget	2024 YTD Amt
FUND 101 GENERAL FUND				
E 101-40000-700 Advertising	\$200.00	\$0.00	\$200.00	\$0.00
E 101-40000-702 License/Fees	\$375.00	\$0.00	\$375.00	\$1,652.50
E 101-40000-704 Bank Charges	\$500.00	\$0.00	\$500.00	\$175.00
E 101-40000-712 Contract Maintenance	\$1,247,045.00	\$101,528.00	\$1,247,045.00	\$913,752.48
E 101-40000-730 Insurance	\$28,000.00	\$0.00	\$28,000.00	\$29,948.00
E 101-40000-734 Meeting Allowance	\$300.00	\$0.00	\$300.00	\$0.00
E 101-40000-748 Office Supplies	\$500.00	\$0.00	\$500.00	\$203.73
E 101-40000-749 Credit Card Fees	\$30,000.00	\$2,839.80	\$30,000.00	\$26,364.41
E 101-40000-752 Audit Fees	\$24,000.00	\$6,000.00	\$24,000.00	\$24,965.00
E 101-40000-754 GIS Engineer fees	\$7,500.00	\$0.00	\$7,500.00	\$5,856.00
E 101-40000-755 Project Engineering Fe	\$2,500.00	\$4,641.34	\$2,500.00	\$23,092.13
E 101-40000-756 General Engineering F	\$24,000.00	\$1,377.95	\$24,000.00	\$9,225.85
E 101-40000-757 Wellhead Protection En	\$400.00	\$0.00	\$400.00	\$0.00
E 101-40000-758 Legal Fees	\$4,000.00	\$0.00	\$4,000.00	\$3,889.00
E 101-40000-759 ASR-Misc	\$1,000.00	\$0.00	\$1,000.00	\$864.00
E 101-40000-770 System Maintenance	\$40,000.00	\$991.34	\$40,000.00	\$528,557.80
E 101-40000-771 Well Maintenance	\$100,000.00	\$0.00	\$100,000.00	\$0.00
E 101-40000-772 System Repairs	\$35,000.00	\$44,154.47	\$35,000.00	\$62,062.22
E 101-40000-773 Facility Mgmt	\$25,000.00	\$5,356.00	\$25,000.00	\$42,826.57
E 101-40000-774 Utilities	\$330,000.00	\$32,437.10	\$330,000.00	\$120,695.30
E 101-40000-785 DNR Water Usage	\$18,000.00	\$0.00	\$18,000.00	-\$0.91
E 101-40000-795 Misc Expense	\$2,500.00	\$0.00	\$2,500.00	\$0.00
E 101-40000-796 EDA/RR Fees	\$1,100.00	\$0.00	\$1,100.00	\$0.00
FUND 101 GENERAL FUND	\$1,921,920.00	\$199,326.00	\$1,921,920.00	\$1,794,129.08
	\$1,921,920.00	\$199,326.00	\$1,921,920.00	\$1,794,129.08

Joint Water Board
***Cash Balances**

Cash Account: 1
 September 2024

Fund	2024 Begin Balance	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance
<u>10000 - First American Bank</u>							
101 - GENERAL FUND	\$717,062.37	\$7,176,989.36	(\$7,877,424.62)	0		\$0.00	\$16,627.11 In Balance
<u>10161 - 2004 Revolving Proj</u>							
101 - GENERAL FUND	\$3,857,853.84		(\$500,000.00)	0	\$84,392.93	\$0.00	\$3,442,246.77 In Balance
<u>10181 - MorganStanley Invest</u>							
101 - GENERAL FUND	\$11,899,970.33		(\$570,000.00)	0	\$147,547.78	\$0.00	\$11,477,518.11 In Balance
<u>10191 - Wells Fargo Invest</u>							
101 - GENERAL FUND	\$3,840,541.30		(\$245,000.00)	0	\$46,767.92	\$0.00	\$3,642,309.22 In Balance
	\$20,315,427.84	\$7,176,989.36	(\$9,192,424.62)	\$0.00	\$278,708.63	\$0.00	\$18,578,701.21

Investment Summary
8/31/2024

	Purch Date	Maturity Date	Certificate Amount	Rate	Balance 7/31/2024	Purchases	Sales	Transfers in	Transfers out	Unrealized Gain(Loss)	Interest/Dividends	Balance 8/31/2024
PMA												
Checking												
4M Portfolio (Rev Project Fund)												
4MP												
SEC US Treasury NIB	2/28/2022	2/29/2024	\$299,000.00	5.18%	\$184,156.63			\$238,400.00	-\$238,400.00	\$0.00	\$809.62	\$184,966.25
CD Greenstate Credit Union	10/13/2021	10/15/2024	\$245,500.00	5.22%	\$2,100,281.72	\$0.00			-\$238,400.00	\$0.00	\$9,000.09	\$1,870,881.81
CD Farmers and Merchants Union	2/28/2024	2/26/2025	\$238,050.00	1.44%	\$245,500.00					\$0.00		\$245,500.00
CD Latino Community Credit Union	2/28/2024	2/27/2028	\$228,000.00	0.60%	\$238,050.00					\$0.00		\$238,050.00
CD American National Bk & Trst	2/29/2024	3/2/2026	\$228,550.00	4.97%	\$228,000.00					\$0.00		\$228,000.00
DTC Valley Natl Bk Wayne,	4/2/2024	4/2/2027	\$244,960.22	4.75%	\$228,550.00					\$0.00		\$228,550.00
CD First Internet Bank of Indiana	8/23/2024	8/22/2025	\$238,400.00	4.65%	\$244,840.78	\$238,400.00				\$2,971.94		\$247,812.72
Total				4.78%	\$3,469,379.13	\$238,400.00	\$0.00	\$238,400.00	-\$476,800.00	\$2,971.94	\$9,809.71	\$3,482,160.78
Wells Fargo												
MM Checking												
Bond Federal Home Loan	1/14/2021	10/14/2025	\$490,000.00	4.87%	\$142,528.83			\$1,772.50		\$2,861.60	\$590.32	\$144,891.65
Bond Federal Home Loan	11/28/2022	11/28/2025	\$250,000.00	0.75%	\$472,325.70				\$0.00	\$0.00		\$475,187.30
Bond Federal Home Loan	3/2/2021	2/25/2026	\$185,000.00	5.00%	\$249,607.50				\$0.00	\$157.50		\$249,765.00
Bond Federal Home Loan	7/28/2021	7/28/2026	\$300,000.00	0.80%	\$174,645.55				-\$647.50	\$1,276.50	\$647.50	\$175,922.05
Bond Federal Home Loan	10/28/2021	10/28/2026	\$300,000.00	1.50%	\$285,186.00				\$0.00	\$2,145.00		\$287,331.00
Bond Federal Home Loan	11/1/2021	11/23/2026	\$300,000.00	1.30%	\$285,015.00				\$0.00	\$2,217.00		\$287,232.00
Bond Federal Home Loan	11/15/2021	11/24/2026	\$250,000.00	1.60%	\$288,282.00				-\$1,125.00	\$1,995.00	\$1,125.00	\$290,277.00
Bond Federal Home Loan	12/30/2021	12/30/2026	\$200,000.00	1.25%	\$240,197.50				\$0.00	\$0.00		\$241,782.50
Bond Federal Home Loan	7/12/2021	7/12/2027	\$275,000.00	2.00%	\$191,512.00				\$0.00	\$1,585.00		\$192,954.00
CD New York Comnty Bk, NY	5/18/2021	6/3/2024	\$245,000.00	2.00%	\$257,273.50				\$0.00	\$2,409.00		\$259,682.50
CD JP Morgan Chase BK	11/30/2020	11/30/2026	\$200,000.00	0.35%	\$183,084.00				\$0.00	\$0.00		\$185,688.00
CD Manuf & Traders Tr Co	1/20/2023	1/20/2027	\$245,000.00	0.60%	\$242,265.80				\$0.00	\$2,604.00		\$245,085.75
CD Morgan Stanley Bk, UT	3/31/2022	3/30/2027	\$245,000.00	4.00%	\$231,534.80				\$0.00	\$2,819.95		\$234,827.60
CD BMO Harris BK NA	7/13/2021	7/13/2028	\$245,000.00	2.25%	\$219,032.45				\$0.00	\$3,292.80		\$223,180.30
Total				1.00%	\$3,462,490.63	\$0.00	\$0.00	\$1,772.50	-\$1,772.50	\$28,953.20	\$2,362.82	\$3,493,806.65
COMMUNITY DEVELOPMENT BANK												
Deposits												
Withdrawals												
Total												

RBC	Cash/MM Treasury	Settle Date	Maturity Date	Certificate Amount	Interest Rate	Balance 7/31/2024	Purchases	Sales	Transfer IN	Transfer Out	Unrealized Gain(Loss)	Interest/Dividends	Balance 8/31/2024
		2/27/2019	2/27/2024	\$244,000.00	0.00%	\$1,071.62			\$520.21			\$613.24	\$1,591.83
	CD Citibank National Assoc.	3/22/2017	3/22/2024	\$96,000.00	4.84%	\$117,929.83			\$119,024.65				\$237,047.51
	SEC Federal Home Loan	9/13/2022	6/13/2024	\$270,000.00	2.60%	\$0.00			\$0.00				\$0.00
	CD Capital One Bk USA Natl Assoc	8/21/2019	8/21/2024	\$100,000.00	3.55%	\$0.00			\$0.00				\$0.00
	CD Capital One Natl Assn VA	11/16/2021	11/25/2024	\$245,000.00	2.00%	\$99,807.00		-\$100,000.00				\$997.26	\$0.00
	CD Synchrony Bank	11/22/2021	11/29/2024	\$245,000.00	0.80%	\$241,606.75			\$0.00				\$242,579.40
	CD Cornhusker Bank Lincoln, NE	3/10/2020	3/28/2025	\$245,000.00	0.85%	\$241,538.15			\$0.00				\$242,501.00
	CD Medallion Bank Salt Lake City, UT	3/31/2022	3/31/2025	\$245,000.00	1.10%	\$238,828.45			\$0.00				\$240,051.00
	CD Flagstar Bk Bloomfield Hls, MI	5/15/2020	5/15/2025	\$248,000.00	2.20%	\$240,553.25			-\$228.89				\$241,521.00
	CD St Bk of India New York, NY	5/28/2020	5/28/2025	\$245,000.00	0.90%	\$237,451.55			\$0.00				\$241,514.80
	CD Incredible Bank Wausau, WI	2/3/2023	8/1/2025	\$245,000.00	4.60%	\$244,514.90			\$0.00				\$238,632.45
	CD Regions Bk Birmingham, AL	8/31/2020	8/29/2025	\$245,000.00	0.50%	\$234,011.75			\$0.00				\$244,997.55
	CD Great Southern Bk Reed Springs	10/20/2022	10/20/2025	\$245,000.00	4.50%	\$244,287.05			\$0.00				\$235,709.60
	CD KS State Bank Manhattan, KS	11/30/2020	11/28/2025	\$245,000.00	0.45%	\$231,613.20			\$0.00				\$244,992.65
	CD Landmark Cmnty Bk MI	12/30/2020	12/30/2025	\$245,000.00	0.45%	\$230,831.65			\$0.00				\$233,607.50
	CD BankUnited Natl Assn	1/22/2021	1/22/2026	\$245,000.00	0.55%	\$230,677.30			\$0.00				\$232,801.45
	CD CFG Cmnty Bk Baltimore, MD	8/11/2022	3/11/2026	\$245,000.00	3.80%	\$241,966.60			\$0.00				\$243,593.70
	CD Mountainone Bk Mass	3/11/2021	3/11/2026	\$245,000.00	0.55%	\$229,628.70			\$0.00				\$231,889.60
	CD UBS Bk USA Salt Lake City, UT	6/16/2021	6/16/2026	\$245,000.00	0.85%	\$228,763.85			\$0.00				\$231,287.80
	CD Discover Bk Greenwood, DE	7/17/2019	7/17/2026	\$150,000.00	2.45%	\$144,184.50			\$0.00				\$145,632.00
	CD Ally Bank Midvale UT	8/4/2022	8/4/2026	\$245,000.00	3.45%	\$240,063.25			\$0.00				\$242,270.70
	CD Live Oak Bkg Co Wilmington, NC	10/8/2020	10/8/2026	\$245,000.00	0.60%	\$225,196.65			\$0.00				\$228,219.95
	CD Goldman Sachs New York, NY	11/2/2021	11/2/2026	\$245,000.00	1.10%	\$227,198.30			\$0.00				\$230,226.50
	CD Jonesboro St Bk Jonesboro, LA	11/27/2020	11/27/2026	\$245,000.00	1.00%	\$226,237.90			\$0.00				\$229,349.40
	CD Bank of Old Monroe MO	2/5/2021	2/5/2027	\$245,000.00	0.65%	\$222,852.00			\$0.00				\$229,349.40
	CD Bankers Bk Madison, WI	3/12/2021	3/12/2027	\$245,000.00	0.80%	\$222,950.00			\$0.00				\$226,220.75
	CD Northeast Cmnty Bk White	4/30/2020	4/30/2027	\$245,000.00	1.35%	\$225,439.20			\$0.00				\$226,406.95
	CD Morgan Stanley Private Bk	5/17/2022	5/17/2027	\$245,000.00	3.35%	\$237,970.95			\$0.00				\$228,994.15
	SEC Federal Home Loan	6/30/2022	6/30/2027	\$210,000.00	4.10%	\$207,658.50			\$0.00				\$241,268.65
	CD Sunwest Bk Irvine, CA	7/23/2020	7/23/2027	\$245,000.00	0.80%	\$220,277.05			\$0.00				\$208,368.30
	CD Farmers & Merchants Bk Berlin	1/28/2022	7/28/2027	\$245,000.00	1.60%	\$225,659.70			\$0.00				\$224,130.90
	CD Frazier Bk Altus, OK	8/27/2021	8/27/2027	\$245,000.00	0.95%	\$222,614.35			\$0.00				\$332.93
	CD Bridgewater Bk Bloomington, MN	9/18/2020	9/20/2027	\$245,000.00	0.70%	\$220,629.85			\$0.00				\$226,512.30
	CD Washington Cnty Bk, Neb	3/30/2021	9/30/2027	\$245,000.00	1.10%	\$221,183.55			\$0.00				\$224,625.80
	CD Washington State Bk, Iowa	10/19/2021	10/19/2027	\$245,000.00	1.10%	\$221,347.70			\$0.00				\$225,106.00
	SEC Federal Home Loan	10/27/2022	10/27/2027	\$250,000.00	5.50%	\$0.00			\$0.00				\$225,292.20
	CD Legacy Bk & Tr Co Rogersville	10/29/2020	10/29/2027	\$245,000.00	0.65%	\$217,359.10			\$0.00				\$221,369.75
	CD Unity Bank Clinton NJ	12/18/2020	12/20/2027	\$245,000.00	0.70%	\$216,959.75			\$0.00				\$220,972.85
	CD Drake Bk St. Paul, MN	7/22/2022	1/21/2028	\$110,000.00	3.45%	\$106,804.50			\$0.00				\$108,495.20
	CD First Natl Bk Philip, SD	8/21/2020	2/22/2028	\$245,000.00	0.75%	\$216,028.75			\$0.00				\$220,100.65
	CD Signature Bk of Ark	2/24/2023	2/24/2028	\$245,000.00	4.70%	\$245,026.95			\$0.00				\$245,107.80
	CD First Fed Svgs & Ln Assn Lakewood	8/6/2020	6/30/2028	\$245,000.00	0.90%	\$215,087.95			\$0.00				\$219,213.75
	CD Merrick Bk South Jordan, UT	7/31/2020	7/31/2028	\$245,000.00	1.00%	\$215,506.90			\$0.00				\$219,595.95
	CD Apex Bk Camden, TN	10/2/2020	10/2/2028	\$215,000.00	0.70%	\$185,674.00			\$0.00				\$189,434.35
	CD Heartland Bk Geneva, NB	10/29/2021	10/30/2028	\$245,000.00	1.15%	\$215,528.95			\$0.00				\$219,818.90
	CD Malaga Bk Palos Verdes, CA	10/29/2021	10/30/2028	\$245,000.00	1.20%	\$215,783.75			\$0.00				\$220,105.55
	CD Country Club Bk Kansas City, MO	1/29/2021	1/29/2029	\$245,000.00	0.95%	\$211,817.20			\$0.00				\$216,403.60
	CD Spiritbank NA Tulsa, OK	3/30/2022	3/29/2029	\$245,000.00	2.30%	\$224,704.20			\$0.00				\$229,398.40
	CD Frontier Bk Madison, NE	6/28/2021	6/28/2030	\$245,000.00	1.40%	\$208,869.85			\$0.00				\$214,294.15
	CD Toyota Financial Svgs Henderson, NV	8/21/2020	8/21/2030	\$245,000.00	1.10%	\$207,463.55			\$0.00				\$212,856.00
	CD Celtic Bank Salt Lake City, UT	8/31/2021	8/30/2030	\$245,000.00	1.45%	\$208,686.10			\$0.00				\$214,152.05
	CD Mizrahi Tefahot Bk LTD	4/10/2024	3/7/2030	\$245,000.00	4.30%	\$245,766.85			\$0.00				\$251,031.90
	Totals					\$10,643,881.06	\$0.00	-\$100,000.00	\$119,544.86	-\$19,544.86	\$138,124.59	\$19,637.89	\$10,801,643.54

Journal Entries
8/31/2024

Date	Account	Debit	Credit	Reason
8/31/2024	2004 Revolving Project Investment Interest	\$9,809.71		Record interest earned for August PMA
	Revolving Fund Contra Investment Interest	\$2,971.94	\$9,809.71 \$2,971.94	Record market change for August PMA
8/31/2024	Wells Fargo Investment Interest	\$2,362.82		Record interest earned for August WF
	Wells Fargo Contra Investment Interest	\$28,953.20	\$2,362.82 \$28,953.20	Record market change for August WF
8/31/2024	RBC Investment Interest	\$19,637.89		Record interest earned for August RBC
	RBC Contra Investment Interest	\$138,124.59	\$19,637.89 \$138,124.59	Record market change for August RBC
8/12/2024	Undistributed Receipts	\$250.36		Reclass sale for RPZ rental
	Rent		\$25.00	
	Water Sales		\$208.17	
	MN Sales Tax		\$17.19	
8/20/2024	Undistributed Receipts	\$10.26		Reclass sale for RPZ rental
	Rent		\$2.05	
	Water Sales		\$7.50	
	MN Sales Tax		\$0.71	

JOINT POWERS WATER BOARD PLEDGE REPORT as of 8-31-2024

Public Funds	Account	Rates	Balance	Notes
CKG Joint Powers Water Board	xxx1529	0.10%	\$ 1,236,750.15	

	\$ 1,236,750.15
FDIC Insurance	\$ 250,000.00
	\$ 986,750.15
	\$ 1,085,425.17

the amount to be pledged

Community Development Bank
Pledged Securities for the Joint Powers Water Board

Securities	Par Value	Book Value	Market Value	Percentage Pledged	Pledged Value
US TREASURY 912828Z52	\$ 500,000.00	\$ 500,750.21	\$ 492,719.73	100.00	\$ 492,719.73
FHLMC Pool 3132D6AS9	\$ 707,016.98	\$ 704,707.61	\$ 612,676.19	100.00	\$ 612,676.19
US TREASURY 912828YD6	\$ 1,000,000.00	\$ 1,008,739.85	\$ 951,640.62	100.00	\$ 951,640.62
Total Pledged to Joint Powers Water Board	\$ 2,207,016.98	\$ 2,214,197.67			\$ 2,057,036.54

(Under)/Over Pledged

\$ 971,611.38



JOINT POWERS

ALBERTVILLE,
MINNESOTA

Office & Plant Location:
11100 50th St NE
Albertville MN 55301

Office – 763-497-3611
Fax – 763-497-3611
Emergency
763-219-5309



Monthly Operations Report

John Seifert - General Manager

Dustin W. Carlson - Supervisor & Facilities Manager

Jennifer Thomas - Office Manager

Ruth Klick - Project Associate

Delena Daleiden - Admin. - Finance

Jen Stodola - Admin

Operators:

Joseph Hill - Lead Operator

Fred Hoilles - Operator

Kyle Golby - Operator

Grayson Maresh - Operator

July 2024

Executive Summary

Joint Powers effectively produced 80,625,000 gallons of water in the report month. All bacteriological samples were negative. The average fluoride concentration was 0.73 mg/L (Limits are 0.5 & 0.9). The total production to the distribution system was 79,767,100 gallons and actual consumer use was 118,704,100 gallons, an average daily amount of 3.83 million gallons per day.

Operations

The standard operations of the facilities include:

❖ Daily testing of fluoride and chlorine in the system.	❖ Monthly performance inspections on wells.
❖ Monthly bacteriological sampling (25 samples).	❖ Bulk chemical deliveries.
❖ ERT missed reads/ meter checks.	❖ Chemical feed systems adjustments & maintenance.
❖ Laboratory equipment calibrations.	❖ Safety and training meetings.
❖ MC Lite meter reading routes for Hanover & St. Michael.	❖ Regularly scheduled operations & maintenance meetings.
❖ Routine daily rounds, inspections, and security checks of the water treatment plant.	❖ Routine weekly off-site facilities inspections and security checks.
❖ Regular backwashing of filters, reclaiming and pumping of backwash sludge.	❖ Monthly performance inspections of emergency generators.
❖ Monitoring & regulating access to the water towers for telecommunications companies to make repairs & upgrades.	

Major Activities

Uncommon Operations and Major Corrective Maintenance:

- ❖ ASR Recovery Started August 2nd
- ❖ Lead Service Line Inventory
- ❖ Fixed West Tower Condensate Tarp
- ❖ CSAH 35 Water Main Shutdown
- ❖ Replaced Leaking Emergency Eyewash Shower in Lab



Safety & Training

Each month our staff performs inspections of all safety equipment such as fire extinguishers, eyewash stations, chemical showers, and emergency lighting. We also have safety meetings during the month that consist of both routine and non-routine topics.

Call-Outs (After-Hours Emergency Calls)

- ❖ Altitude Valve Vault Flood Alarm

Regulatory Communications

Our monthly regulatory communications were completed satisfactorily and on-time. These were:

- ❖ The monthly fluoridation report to the MDH
- ❖ The monthly bacteriological test results to the MDH
- ❖ The monthly injection/recovery report to the EPA

Major Client / Public Relations Issues

- ❖ None in August

Distribution System Statistics

	Total	Hanover	St Michael	Joint Powers	Comments
Locates (GSOC)	600	90	498	12	Gopher State One Call, Tickets Received
Hydrants Flushed	0	0	0	0	Spring/Fall (Joint Powers Are Albertville)
Customer Service Visits	20	6	14	0	Including water quality issues (Albertville), water usage issues, curb stops on/off, water main operations, special locates (not through GSOC) & misc. issues.
Inspections	19	3	16	NA	
Meter/ERT Issues/Repairs	67	8	59	NA	These include out-of bounds read checks, leaking meters, bad ERTs/replacements, wiring issues, missed reads, monthly meter reading, etc.
Maintenance Work Orders	38	1	0	37	These include issues/repairs & regular maintenance for the dist. systems & JP facilities.
Finals	79	18	61	N/A	

YTD Reconcilable Limit Budget

	Budget	Expenses	Balance
LIM	\$356,472	\$142,993	\$213,479

Final reconciliation will occur after year-end finances have been processed. *No updates on Actual available at time of report. Estimated

Appendices

Monthly Fluoride Report, Monthly Bacteriological Report, Monthly ASR EPA Report



Fluoridation Monthly Report August, 2024
 Joint Powers Water Board
 11100 50th St. NE
 Albertville, MN 55301
 PWS ID # 1860024
 (763) 497-3611
 County of Wright

Licensed Operator: 
 Signature: _____
 Title 'B' Operator

Raw Water Fluoride Concentration	
Well #1	0.20 mg/l
Well #2	mg/l
Well #3	0.23 mg/l
Well #4	0.17 mg/l
Well #5	0.04 mg/l
Well #6	0.21 mg/l
Well #7	0.23 mg/l

Date	Well #1 gals (1000's)	Well #2 gals (1000's)	Well #3 gals (1000's)	Well #4 gals (1000's)	Well #5 gals (1000's)	Well #6 gals (1000's)	Well #7 gals (1000's)	Total gals (1000's)	FI Used gals	Fluoride mg/l	Location
1	0	0	676	0	1,034	685	1,233	3,628	6.0	0.75	Kwik Trip Albertville
2	0	0	767	0	124	742	1,335	2,968	5.5	0.81	2773 Kama Ave
3	106	0	664	0	200	631	1,135	2,736	4.5	0.79	Speedway West
4	0	0	770	0	129	731	1,315	2,945	6.0	0.81	CJ's Laundry
5	0	0	417	0	0	399	717	1,533	3.0	0.68	Hanover City Hall
6	0	0	685	0	0	658	1,183	2,526	5.0	0.69	Tom Thumb
7	0	0	434	0	0	469	843	1,746	3.0	0.67	10900 26th st
8	0	0	690	0	328	659	1,186	2,863	6.0	0.70	14th cir&Kadler Hyd
9	0	0	623	0	347	629	1,132	2,731	5.0	0.79	Hyd S-510
10	104	0	499	0	273	640	1,029	2,545	4.0	0.79	East Tower
11	0	0	767	0	457	823	1,479	3,526	7.0	0.64	Mill Pond Apartments
12	0	0	750	0	369	714	1,285	3,118	6.0	0.77	4756 Otter Trl
13	0	0	695	0	319	724	1,302	3,040	6.0	0.79	Particle Control
14	0	0	867	0	127	824	1,482	3,300	6.0	0.78	Swamp lake park
15	0	0	489	0	105	466	839	1,899	3.5	0.54	4600 Lasalle
16	0	0	694	0	101	660	1,188	2,643	3.5	0.69	Booster Station
17	0	0	574	0	334	547	984	2,439	6.5	0.53	Well House 1
18	227	0	655	0	357	624	1,121	2,984	5.5	0.76	West Tower
19	208	0	696	0	363	667	1,200	3,134	5.5	0.77	Kwik Trip
20	309	0	744	0	416	707	1,272	3,448	7.0	0.73	Radzwill Building
21	244	0	719	0	316	681	1,225	3,185	5.5	0.67	2293 Kester
22	17	0	584	0	22	554	997	2,174	4.0	0.83	9591 51st st
23	170	0	906	0	481	544	978	3,079	5.5	0.80	4335 Kady
24	242	0	718	0	367	706	1,269	3,302	6.0	0.67	11279 River Rd. Apts.
25	264	0	787	0	411	744	1,340	3,546	6.5	0.84	Community Garden
26	163	0	497	122	0	349	627	1,758	3.5	0.77	40 Balsam Ave. West
27	0	0	464	0	0	438	789	1,691	3.0	0.71	Hanover Public Works
28	0	0	421	0	207	401	720	1,749	3.0	0.74	NAPA
29	0	0	63	0	33	342	615	1,053	2.0	0.79	Taco Johns
30	0	0	378	0	0	348	626	1,352	3.0	0.72	Casey's
31	0	0	488	0	192	466	838	1,984	4.0	0.72	38 Balsam Ave. West
Total	2,054	0	19,181	122	7,412	18,572	33,284	80,625			
Avg.	66	0	619	4	239	599	1,074	2,601		0.73	



Drinking Water Protection Section
 P.O. Box 64975-0975
 St. Paul, MN 55164-0975
 651/201-4700, FAX 651/201-4701

Bacteriological/Disinfectant Residual Monthly Report

Public Water System ID (7 digits) **1 8 6 0 0 2 4** Laboratory Certification ID (9 digits) **0 2 7 - 1 6 1 - 1 8 6**

NAME OF WATER SUPPLY SYSTEM
 Joint Powers Water

ADDRESS
 11100 50th St NE

CITY
 Albertville

ZIP
 55301

PHONE
 763-497-3611

LABORATORY NAME
 UC LABORATORY

Total Coliform Analysis Method
 Membrane Filter MPN 10 ml MPN 100 ml

Colisure

ANALYST NAME
 See Below

Setup/Read
 9/3/2024

PHONE (507) 234-5835

Routine Samples

Report For MM/YY	Number of Samples required Per Month	Number of Samples Collected	Number of Sites Where D.R. Was Measured	Monthly Average D.R. (Total Chlorine or Chloramine, mg/l)	Number of Samples Positive for Total Coliform	Number of Samples Positive For E. Coli	Percent of Samples Positive for Total Coliform (for systems required to collect 40 or more samples)
Aug/2024	25	25	25	0.60	0	0	

Original Positive Samples

Collection Date	Distribution Location (address or name of facility)	Analysis Date	Results (Total Coliform/E. Coli)

Repeat Samples (Lab may attach sheet with additional repeat sample locations.)

Collection Date	Source/Well#(s) or Distribution Location (address or name of facility)	Analysis Date	Results (Total Coliform/E. Coli)

*Disinfectant Residual (chlorine/chloramine) monitoring samples must be collected at the same sample points and same time as coliform samples.

Sample #	Country Inn	Rec Temp	3.7 oC	TW/TW	Sample #14	Kwik Trip	Rec Temp	3.7 oC	TW/TW	CI Residual	0.45	Sample #1	Country Inn	Rec Temp	2.0 oC	TW/TW
Sample #2	Alb. Speedway	Rec Temp	3.7 oC	TW/TW	Sample #15	St. Michael P.W.	Rec Temp	3.7 oC	TW/TW	CI Residual	0.63	Sample #2	Alb. Speedway	Rec Temp	2.0 oC	TW/TW
Sample #3	CJ's Laundry	Rec Temp	3.7 oC	TW/TW	Sample #16	Hanover Public W.	Rec Temp	3.7 oC	TW/TW	CI Residual	0.67	Sample #3	CJ's Laundry	Rec Temp	2.0 oC	TW/TW
Sample #4	Radzwill	Rec Temp	3.7 oC	TW/TW	Sample #17	Hanover City Hall	Rec Temp	3.7 oC	TW/TW	CI Residual	0.70	Sample #4	Radzwill	Rec Temp	2.0 oC	TW/TW
Sample #5	Holiday	Rec Temp	3.7 oC	TW/TW	Sample #18	Country Inn	Rec Temp	3.7 oC	TW/TW	CI Residual	0.38	Sample #5	Holiday	Rec Temp	2.0 oC	TW/TW
Sample #6	38 Balsam	Rec Temp	3.7 oC	TW/TW	Sample #19	Alb. Speedway	Rec Temp	3.7 oC	TW/TW	CI Residual	0.37	Sample #6	38 Balsam	Rec Temp	4.9 oC	MK/TW
Sample #7	Tom Thumb	Rec Temp	3.7 oC	TW/TW	Sample #20	CJ's Laundry	Rec Temp	3.7 oC	TW/TW	CI Residual	0.54	Sample #7	Tom Thumb	Rec Temp	4.9 oC	MK/TW
Sample #8	Millpond Apts.	Rec Temp	3.7 oC	TW/TW	Sample #21	Radzwill	Rec Temp	3.7 oC	TW/TW	CI Residual	0.78	Sample #8	Millpond Apts.	Rec Temp	4.9 oC	MK/TW
Sample #9	Particle Control	Rec Temp	2.0 oC	TW/TW	Sample #22	Holiday	Rec Temp	2.0 oC	TW/TW	CI Residual	0.50	Sample #9	Particle Control	Rec Temp	4.9 oC	MK/TW
Sample #10	Center Cut Meats	Rec Temp	2.0 oC	TW/TW	Sample #23	38 Balsam	Rec Temp	2.0 oC	TW/TW	CI Residual	0.74	Sample #10	Center Cut Meats	Rec Temp	4.9 oC	MK/TW
Sample #11	Kwik Trip Alb.	Rec Temp	2.0 oC	TW/TW	Sample #24	Tom Thumb	Rec Temp	2.0 oC	TW/TW	CI Residual	0.75	Sample #11	Kwik Trip Alb.	Rec Temp	4.9 oC	MK/TW
Sample #12	40 Balsam	Rec Temp	2.0 oC	TW/TW	Sample #25	Millpond Apts	Rec Temp	2.0 oC	TW/TW	CI Residual	0.46	Sample #12	40 Balsam	Rec Temp	4.9 oC	MK/TW
Sample #13	Delmer's	Rec Temp	2.0 oC	TW/TW			Rec Temp	2.0 oC	TW/TW	CI Residual	0.56	Sample #13	Delmer's	Rec Temp	4.9 oC	MK/TW

Sample(s) met thermal preservation requirements

U.S. ENVIRONMENTAL PROTECTION AGENCY MONTHLY MONITORING REPORT
FOR CLASS V INJECTION WELLS

UIC PERMIT NUMBER: MN-171-5R21-0002
 OPERATOR NAME: Joint Powers Water Board
 ADDRESS: 11000 50th St NE WELL NAME: Well 9
 CITY/STATE/ZIP: Albertville, MN 55301 WELL COUNTY: Wright
 PHONE: (763) 497-3611

MONTHLY REQUIREMENTS

Injection (Gallons)	Total Injection Period YTD Volume	Total Report Month Volume	Total Injection Period Volume
		97,648,000	0

Injection Pressure & GPM	Average	Highest Value	Lowest Value
	Monthly Injection Pressure (psig)	0	0
Monthly Injection Flow Rate (GPM)	0	0	0

Recovery (Gallons)	Total Recovery Period YTD Volume	Total Report Month Volume	% of Injection Period Total Volume
		38,937,000	38,937,000

COMMENTS:

The **2023** ASR cycle began in December 2023, with the injection phase. Test well 6 and ASR well 9 were flushed to waste and background testing & sampling was performed on both wells and the injection source, the Joint Powers distribution system, before injection was begun.

CERTIFICATION

I certify under the penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and punishment. (Ref. 40 CFR Section 144.32)

Dustin W. Carlson, Water Operations Supervisor & Facilities Manager

Name and Official Title

Signature:



Date Signed:

9-4-24

Year: 2024 (2024 Cycle)

Month: August

Injection Phase

On-Site Testing

UIC PERMIT NUMBER: MN-171-5R21-0002

OPERATOR NAME: Joint Powers Water Board
ASR PTC-3

SAMPLE LOCATION: Well 9 (Mt. Simon)

Field Tested

Date	Field Equipment:	YSI Professional Plus (Multi-Probe)							Hach DR 890			
		Constituent Units	Temperature °C	pH Sid Units	Conductivity uS/cm	ORP mV	Dissolved Oxygen mg/L	Chlorine, Total Residual mg/L				
General Injection Background		Detection Limit										
1/2/2024			9.2	7.36	0.54	695.2	1.03					
Well 9 Injection Background			10.1	7.19	0.47	58.4	0.45					
2/28/2024			7.5	7.23	0.51	771.4	0.73					
Monthly Well 9 Injection			7.9	7.37	0.54	767.7	0.77					
3/28/2024			9.0	7	0.54	723.7	3.08					
Monthly Well 9 Injection			10	7.22	0.54	701.6	0.75					
4/30/2024												
Monthly Well 9 Injection												
5/21/2024												
Monthly Well 9 Injection												
6/20/2024			11.6	7.29	0.6	743.2	0.5					
Well 9 Injection 95%												
		Federal Drinking Water Standard Method										Hach 8167 5th ED 2008

Year: 2024 (2024 Cycle) Month: August

Injection Phase

Independent Lab Testing

UIC PERMIT NUMBER: MN-171-5R21-0002

OPERATOR NAME: Joint Powers Water Board ASR PTC-3

SAMPLE LOCATION: Well 9 (Mt. Simon)

Metals

Constituent	Aluminum	Arsenic	Calcium	Copper	Iron	Lead	Magnesium	Manganese	Potassium	Sodium
Units	ug/L	ug/L	ug/L	ug/L	ug/L	ug/L	ug/L	ug/L	ug/L	ug/L
General Injection Background	4	0.5	400	0.5	50	0.1	100	0.5	20	50
Well 9 Injection Background	<1.7	<0.60	89,000	0.85	<0.0080	<0.13	34,000	1.1	3,800	10,000
Monthly Well 9 Injection	3.50	<0.60	91,000	<0.57	190.00	<0.13	35,000	5.70	3,500	11,000
Monthly Well 9 Injection	1.8	<0.60	95,000	<0.57	<0.0080	<0.13	36,000	<0.66	3,700	10,000
Monthly Well 9 Injection	<1.7	<0.60	90,000	<0.57	<0.0080	<0.13	34,000	0.77	3,600	9,400
Monthly Well 9 Injection	<1.7	<0.60	93,000	<0.57	<0.0080	<0.13	34,000	<0.66	3,400	10,000
Monthly Well 9 Injection	<1.7	<0.59	90,000	<0.33	<0.0095	<0.12	34,000	<0.63	3,400	9,700
Monthly Well 9 Injection										
Monthly Well 9 Injection										
Well 9 Injection 95%	<1.7	<0.59	91,000	<0.33	<0.0095	<0.12	35,000	<0.63	3,500	11,000
Federal Drinking Water Standard	200	10		1000	300			50		
Method	EPA 200.7	EPA 200.8	EPA 200.7	EPA 200.8	EPA 200.7	EPA 200.8	EPA 200.7	EPA 200.8	EPA 200.7	EPA 200.7

* See cover page for explanation of this parameter data.

Year: 2024 (2024 Cycle)

Month: August

Injection Phase

Independent Lab Testing

UIC PERMIT NUMBER: MN-171-5R21-0002

OPERATOR NAME: Joint Powers Water Board ASR PTC-3

SAMPLE LOCATION: Well 9 (Mt. Simon)

General Chemistry

Constituent	Alkalinity, Total as CaCO3 mg/L	Chloride mg/L	Fluoride mg/L	Nitrogen, Ammonia mg/L	Phosphorous mg/L	Silica, Dissolved mg/L	Sulfate mg/L	Total Hardness by 2340B mg/L	Nitrogen, Kjeldahl, Total mg/L	Total Organic Carbon mg/L
General Injection Background	5	2	0.1	0.04	0.4	1	205	1420	1	2
Well 9 Injection Background	340	11.00	0.71	<0.014	0.60	24.00	12.00	360	0.35	1.50
Monthly Well 9 Injection	330	12.00	0.71	<0.014	0.71	22.00	12.00	370	0.37	1.83
Monthly Well 9 Injection	340	10.00		0.014	0.49	27.00	11.00	390	<0.19	1.53
Monthly Well 9 Injection	340	11.00		<0.014	0.69	23.00	12.00		<0.19	1.60
Monthly Well 9 Injection	340	12.00		0.02	0.55	24.00	11.00	370	<0.19	1.69
Monthly Well 9 Injection	350	12.00	0.6	<0.014	0.52	24.00	13.00	360	<0.19	1.63
Monthly Well 9 Injection										
Monthly Well 9 Injection										
Monthly Well 9 Injection										
Well 9 Injection 95%	340	13		<0.014	0.38	13.00	13.00	370	<0.19	1.49
Federal Drinking Water Standard		250	2				250			
Method	SM 2320B	SM 4500-Cl	SM 4500/F/C	EPA 350.1	SM 4500-P E	EPA 200.7	ASTM D516	EPA 200.8	EPA 351.2	SM 5310C

Year: 2024 (2024 Cycle)

Month: August

UIC PERMIT NUMBER: MN-171-5R21-0002

OPERATOR NAME: Joint Powers Water Board ASR PTC-3

SAMPLE LOCATION: Well 9 (Mt. Simon)

Injection Phase

Independent Lab Testing

Radionuclides & Uranium

Constituent	Gross Alpha pCi/L	Adjusted Gross Alpha pCi/L	Ra-226 pCi/L	Ra-228 pCi/L	Combined Radium pCi/L	Total Uranium pCi/L	Uranium -	Uranium -	Uranium -
							234 pCi/L	235 pCi/L	238 pCi/L
						0.5			
	Detection Limit								
	Date								
General Injection Background Well 9	5.44	3.48	0.91	1.05	1.96	0.838	0.4450	0.0329	0.3600
Injection Background	5.53	3.090	1.59	0.85	2.44	1.190	0.843	0.10400	0.2460
Monthly Well 9 Injection	-0.65	-1.361	1.10	0.63	1.1	0.711	0.385	0.00000	0.326
Monthly Well 9 Injection	2.49	1.831	0.98	0.17	0.98	0.659	0.296	0.00000	0.363
Monthly Well 9 Injection	2.33	1.402	0.28	1.44	1.44	0.928	0.658	0.05570	0.214
Monthly Well 9 Injection	0.65	-0.402	1.3	0.65	1.95	1.080	0.72	0.0524	0.303
Monthly Well 9 Injection									
Monthly Well 9 Injection									
Monthly Well 9 Injection									
Well 9 Injection 95%	1.82	1.042	0.58	1.68	2.26	0.778	0.546	0.00000	0.232
		15	5	5	5				
Federal Drinking Water Standard			7500-Ra B	7500-Ra D		EPA 200.8	HSL-300	HSL-300	HSL-300
Method	7100B								

Year: 2024 (2024 Cycle) Month: August

UIC PERMIT NUMBER: MN-171-5R21-0002
 OPERATOR NAME: Joint Powers Water Board ASR PTC-3
 SAMPLE LOCATION: Well 9 (Mt. Simon)

Injection Phase

Independent Lab Testing

Disinfection Byproducts

TTHM's & HAA5

Constituent	Bromodichloro-methane ug/L	Bromoform ug/L	Chloroform ug/L	Dibromochloro-methane ug/L	Total Trihalomethanes (Calc.) ug/L	Dibromo-acetic Acid ug/L	Dichloro-acetic Acid ug/L	Monobromo-acetic Acid ug/L	Monochloro-acetic Acid ug/L	Trichloro-acetic Acid ug/L	Total Haloacetic Acid ug/L
General Injection Background	0.5	0.5	4	0.5		1	1	1	1	1	
Well 9 Injection Background	1.5	<0.20	4.10	0.6	6.20	<0.60	2.70	<0.60	<1.2	3.1	5.8
Monthly Well 9 Injection	7.7	<0.20	27.00	2.2	36.90	<0.60	2.7	<0.60	<1.2	9.1	11.8
Monthly Well 9 Injection	3.40	<0.20	9.60	1.20	14.20	<0.60	4.10	<0.60	<1.2	5.70	9.80
Monthly Well 9 Injection	3.60	<0.20	9.20	1.30	14.10	<0.60	4.20	<0.60	<1.2	4.90	9.10
Monthly Well 9 Injection	2.6	<0.20	7.80	1.00	11.40	<0.60	4.80	<0.70	<1.1	5.50	10.30
Monthly Well 9 Injection	2.6	<0.20	6.00	1.10	9.70	<0.60	3.10	<0.70	<1.1	3.50	6.6
Monthly Well 9 Injection											
Monthly Well 9 Injection											
Well 9 Injection 95%	32	<0.20	9.10	1.2	13.5	<0.60	3.70	<0.70	<1.1	4.50	8.20
					80						60
	Federal Drinking Water Standard	EPA 524.2	EPA 524.2	EPA 524.2	EPA 524.2	EPA 552.2	EPA 552.2	EPA 552.2	EPA 552.2	EPA 552.2	EPA 552.2
	Method										

Year: **2024** (2024 Cycle) Month: **August**

UIC PERMIT NUMBER: MN-171-5R21-0002

OPERATOR NAME: Joint Powers Water Board ASR PTC-3

SAMPLE LOCATION: Hanover City Hall

Constituent	Units	Detection Limit	Pre-Recovery (Background)	Mid-Recovery	Late-Recovery	Federal Drinking Water Standard	Method
Date			8/1/2024				
Bromodichloromethane	ug/L	0.5	4.90				EPA 524.2
Bromoform	ug/L	2	<0.20				EPA 524.2
Chloroform	ug/L	0.5	16.00				EPA 524.2
Dibromochloromethane	ug/L	0.5	1.70				EPA 524.2
Total Trihalomethanes (Calc.)	ug/L		22.6			80	EPA 524.2
Dibromoacetic Acid	ug/L	1	<0.60				EPA 552.2
Dichloroacetic Acid	ug/L	1	4.70				EPA 552.2
Monobromoacetic Acid	ug/L	1	<0.70				EPA 552.2
Monochloroacetic Acid	ug/L	1	<1.1				EPA 552.2
Trichloroacetic Acid	ug/L	1	5.70				EPA 552.2
Total Haloacetic Acid	ug/L		10.40			60	EPA 552.2

Year: 2024

(2024 Cycle)

Month:

August

UIC PERMIT NUMBER: MN-171-5R21-0002

OPERATOR NAME: Joint Powers Water Board ASR PTC-3

SAMPLE LOCATION: Well 9 (Mt. Simon)

Constituent	Units	Detection Limit	Well 9 5% Recovery	Well 9 30% Recovery	Well 9 60% Recovery	Well 9 100% Recovery	Federal Drinking Water Standard	Method
Date			8/5/24	8/26/2024				
Temperature	°C		11.1	9.7				
pH	Std Units		7.32	7.39				
Conductivity	uS/cm		0.600	0.550				
ORP	mV		75.2	161.5				
Dissolved Oxygen (DO)	mg/L		0.38	0.08				
Chlorine, Total Residual	mg/L	0.01	0.04	0.00				HACH 8167 5th ED 2008
Aluminum	ug/L	4					200	EPA 200.8
Arsenic	ug/L	0.5					10	EPA 200.8
Calcium	ug/L	400						EPA 200.8
Copper	ug/L	0.5	0.64				1000	EPA 200.8
Iron	ug/L	50					300	EPA 200.8
Lead	ug/L	0.1	<0.12					EPA 200.8
Magnesium	ug/L	100						EPA 200.8
Manganese	ug/L	0.5					50	EPA 200.8
Potassium	ug/L	20						EPA 200.8
Sodium	ug/L	50						EPA 200.8
Alkalinity, Total as CaCO3	mg/L	5						SM 2320B
Chloride	mg/L	2					250	SM 4500-CI E
Fluoride	mg/L	0.1	0.64				2	SM 4500F/C
Nitrogen, Ammonia	mg/L	0.04						EPA 350.1
Phosphorous	mg/L	0.4						EPA 365.4
Silica, Dissolved	mg/L	1						EPA 200.7
Sulfate	mg/L	2.5					250	ASTM D516-02
Total Hardness by 2340B	mg/L	1420						EPA 200.8
Nitrogen, Kjeldahl, Total	mg/L	1						EPA 351.2
Total Organic Carbon	mg/L	2						EPA 9060
Gross Alpha	pCi/L		2.32					EPA 900.0
Adjusted Gross Alpha	pCi/L						15	
Ra-226	pCi/L		0.35				5	EPA 903.1
Ra-228	pCi/L		2.27				5	EPA 904.0
Ra-226 + Ra-228	pCi/L		2.62				5	
Total Uranium (238)	pCi/L	0.5	1.14					EPA 200.8
Bromodichloromethane	ug/L	0.5	9.4					EPA 524.2
Bromoform	ug/L	4	<0.20					EPA 524.2
Chloroform	ug/L	0.5	35					EPA 524.2
Dibromochloromethane	ug/L	0.5	2.4					EPA 524.2
Total Trihalomethanes (Calc.)	ug/L		46.8				80	EPA 524.2
Dibromoacetic Acid	ug/L	1	0.75					EPA 552.2
Dichloroacetic Acid	ug/L	1	8.2					EPA 552.2
Monobromoacetic Acid	ug/L	1	<.70					EPA 552.2
Monochloroacetic Acid	ug/L	1	<1.1					EPA 552.2
Trichloroacetic Acid	ug/L	1	7.5					EPA 552.2
Total Haloacetic Acid	ug/L		16.5				60	EPA 552.2
Uranium - 234	pCi/L		0.765					HSL-300
Uranium - 235	pCi/L		0.0329					HSL-300
Uranium - 238	pCi/L		0.338					HSL-300

UIC PERMIT NUMBER: MN-171-5R21-0002

OPERATOR NAME: Joint Powers Water Board ASR PTC-3

SAMPLE LOCATION: Test Well 6 (Mt. Simon)

Constituent	Units	Detection Limit	Test Well 6 Background Injection	Test Well 6 95% Injection	Test Well 6 100% Recovery	Federal Drinking Water Standard	Method
Date			1/2/2024	6/20/2024			
Temperature	°C		10.0	11.6			
pH	Std Units		6.47	7.29			
Conductivity	uS/cm		0.441	0.600			
ORP	mV		-68.10	743.20			
Dissolved Oxygen (DO)	mg/L		1.81	0.5			
Chlorine, Total Residual	ug/L	0.01	0.00	0.95			HACH 8167 5th ED 2008
Aluminum	ug/L	4	<1.7	<1.7		200	EPA 524.2
Arsenic	ug/L	0.5	1.00	1.1		10	EPA 524.2
Calcium	ug/L	400	77,000	78,000			EPA 524.2
Copper	ug/L	0.5	<0.57	<0.33		1000	EPA 524.2
Iron	ug/L	50	1,700.00	1,700.00		300	EPA 524.2
Lead	ug/L	0.1	<0.13	<0.12			EPA 524.2
Magnesium	ug/L	100	28,000.00	28,000.00			EPA 524.2
Manganese	ug/L	0.5	220.00	230.00		50	EPA 524.2
Potassium	ug/L	20	2,300.00	2,200.00			EPA 524.2
Sodium	ug/L	50	5,200.00	5,400.00			EPA 524.2
Alkalinity, Total as CaCO3	mg/L	5	270	280			SM 2320B
Chloride	mg/L	2	0.59	1.80		250	SM 4500-CI E
Fluoride	mg/L	0.1				2	SM 4500F/C
Nitrogen, Ammonia	mg/L	0.04	0.14	<0.014			EPA 350.1
Phosphorous	mg/L	0.4	<0.021	0.4			EPA 365.4
Silica, Dissolved	mg/L	1	9.70	25.00			200.7 MET ICP
Sulfate	mg/L	2.5	16.00	16.00		250	ASTM D516-02
Total Hardness by 2340B	mg/L	1420	310.00	310			EPA 200.8
Nitrogen, Kjeldahl, Total	mg/L	1	0.38	0.23			EPA 351.2
Total Organic Carbon	mg/L	2	0.682	0.834			EPA 9060
Gross Alpha	pCi/L		17.70	8.46			EPA 900.0
Adjusted Gross Alpha	pCi/L		15.52	6.35		15	
Ra-226	pCi/L		4	5.73		5	EPA 903.1
Ra-228	pCi/L		2.14	2.78		5	EPA 904.0
Ra-226 + Ra-228	pCi/L		6.17	8.51		5	
Total Uranium	ug/L	0.5	1.00	1.50			EPA 200.8
Bromodichloromethane	ug/L	0.5	<0.10	0.59			EPA 524.2
Bromoform	ug/L	4	<0.20	<0.20			EPA 524.2
Chloroform	ug/L	0.5	<0.20	2.60			EPA 524.2
Dibromochloromethane	ug/L	0.5	<0.10	0.17			EPA 524.2
Total Trihalomethanes (Calc.)	ug/L		<0.20	3.36		80	EPA 524.2
Dirbomoacetic Acid	ug/L	1	<0.60	<0.60			EPA 552.2
Dichloroacetic Acid	ug/L	1	<0.60	<0.60			EPA 552.2
Monobromoacetic Acid	ug/L	1	<0.60	<0.70			EPA 552.2
Monochloroacetic Acid	ug/L	1	<1.2	<1.1			EPA 552.2
Trichloroacetic Acid	ug/L	1	<0.50	<0.50			EPA 552.2
Total Haloacetic Acid	ug/L		<1.2	<1.1		60	EPA 552.2
Uranium - 234	pCi/L		1.710	1.730			HSL-300
Uranium - 235	pCi/L		0.056	0.05190			HSL-300
Uranium - 238	pCi/L		0.410	0.332			HSL-300

RESOLUTION NO. 09-23-24-1
RESOLUTION TO AUTHORIZE THE TRANSFER OF COLLATERAL FROM
COMMUNITY DEVELOPMENT BANK TO DEERWOOD BANK

WHEREAS, Joint Powers Water Board’s current official depository is Community Development Bank of St. Michael;

WHEREAS, Community Development Bank has been acquired by Deerwood Bank with an effective transition date on September 20, 2024;

WHEREAS, Community Development Bank has requested the release of collateral assets previously held in excess of FDIC insurance for Joint Powers Water Board deposits;

WHEREAS, Community Development Bank has requested the transfer of collateral from Community Development Bank to Deerwood Bank;

WHEREBY, Joint Powers Water Board acknowledges the transfer of collateral from Community Development Bank to Deerwood Bank as its official depositor effective September 20, 2024.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Joint Powers Water Board of Albertville, Hanover and St. Michael, Minnesota authorizes the transfer of collateral currently held by Community Development Bank to Deerwood Bank and names Deerwood Bank as its official depository.

Adopted by affirmative vote of the Joint Powers Board this 23rd day of September, 2024.

By: _____
Ryan Gleason, Chairperson

ATTEST

Jennifer Thomas, Office Manager

Joint Powers Water Board	Tel. : 763-497-3611
11100 50 th St NW	Fax : 763-497-4908
Albertville MN 55301	www.jointpowerswaterboard.org

MEMO

TO :	Joint Powers Water Board
FROM :	John Seifert
DATE :	September 18, 2024
SUBJECT :	Transfer of Collateral from Community Development Bank to Deerwood Bank

As part of the process of transitioning from Community Development Bank to Deerwood Bank, Nick Schultz, president of the St. Michael branch of Deerwood Bank, has requested the release of collateral assets previously held in excess of FDIC insurance for Joint Powers Water Board deposits in the previous Community Development Bank. This request is being replaced with a new security that has been reviewed and approved by Joint Powers Water Board's auditing firm, Abdo Financial Solutions.

Staff is recommending the Board approve the release and transfer of collateral assets held in excess of FDIC insurance for Joint Powers Water Board deposits in the previous Community Development Bank to a new security with Deerwood Bank.

Recommended Motion:

- Staff is recommending the Board approve the release and transfer of collateral assets held in excess of FDIC insurance for Joint Powers Water Board deposits in the previous Community Development Bank to a new security with Deerwood Bank.

Joint Powers Water Board	Tel. : 763-497-3611
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Albertville MN 55301	www.jointpowerswaterboard.org

MEMO

TO :	Joint Powers Water Board
FROM :	John Seifert
DATE :	September 18, 2024
SUBJECT :	Authorization to Solicit RFP for Well 5 Rehabilitation

As part of the Joint Powers ongoing proactive maintenance procedure, one well per year is identified to be rehabilitated. Rehab will include a scope of work that removes and reinstalls submersible wells after replacing with a new pump and motor and any necessary drop pipe that is inspected to be beyond its useful life. These proposals are usually coordinated to provide for the maintenance work by well contractors in the off season of our peak water production.

At this time Staff is requesting authorization to solicit a minimum of three well contractors for rehabilitation proposals for Well 5.

Recommended Motion:

- Staff is recommending the Board authorize the solicitation of a minimum of three well contractors for rehabilitation proposals for Well 5.

GENERAL BUSINESS

Joint Powers Water Board	Tel. : 763-497-3611
11100 50 th St NW	Fax : 763-497-4908
Albertville MN 55301	www.jointpowerswaterboard.org

MEMO

TO :	Joint Powers Water Board
FROM :	John Seifert
DATE :	September 18, 2024
SUBJECT :	Authorization to Solicit for RFP for Ground Storage Reservoir

As part of the approved CIP, the Joint Powers Water Board solicited a water storage tank study in 2023. As part of the findings of the tank type and location study, consulting engineer, Ursinio Puga from AE2S Engineering, provided the Board with the recommendation that utilized a 50 year cost cycle rate analysis. This study identified a significant savings of over \$11,000,000 for the Board to develop a ground storage reservoir (GSR) system instead of an elevated water source. As part of this study, the location was also identified to take place at the current ASR property owned by Joint Powers. This siting study assisted in the final design of the looping project recently completed and provided for the interconnect of the proposed GSR.

At the September 16th TAC meeting, the members collectively recommended proceeding with the request for proposal for engineering services to provide for a GSR in 2025. Significant discussion revolved around directing the RFP to provide the GSR regarding the sizing to be a range between 3,000,000 and 5,000,000 gallons for the request for proposal. The previous engineering study summary is attached for your review.

At this time, Staff is recommending authorizing to proceed with solicitation for request for proposal for the GSR at the ASR site in 2025.

Recommended Motion:

- Staff is recommending authorization to proceed with solicitation for request for proposal for the GSR at the ASR site in 2025.



STORAGE TANK SITING STUDY

Summary

The Capital Improvements Plan (CIP) Update Report completed in 2023 identified that the Joint Powers Water Board (JPWB) water system has a current **water storage deficit of 2.59 million gallons (MG) to meet emergency storage recommendations**. The CIP recommended the addition of a 3 MG storage facility to rectify the existing deficit and meet additional short-term growth. After further technical analysis of size, type, and location for additional storage, this summary provides a snapshot of recommendations.

Objectives of the technical analysis included reviewing the existing hydraulic model and evaluating:



SIZE

Evaluate if 3MG is the appropriate size to rectify existing deficit and meet short-term growth needs.



TYPE

Evaluate the differences between ground storage and elevated storage.



LOCATION

Compare storage options at two potential sites for construction of new storage.



COST

Provide both capital costs and a 50-yr life cycle cost analysis for the preferred storage tank options.

SIZE

GOAL: Evaluate if 3MG is the appropriate size to rectify existing deficit and meet short-term growth needs.

Two industry-standard approaches were used to determine water storage requirements for the JPWB water distribution system, with the most conservative typically governing water storage recommendations:

$$\begin{aligned} \text{Required Storage} &= \text{Equalization} + \text{Fire Storage} \\ \text{Required Storage} &= \text{Equalization} + \text{Emergency} \end{aligned}$$

Upon conducting the storage volume calculations, it was found that the JPWB system requires approximately 4.84 MG of storage. Given that the two existing elevated storage tanks provide the JPWB with a combined total storage volume of 2.25 MG, the system has a storage deficit of 2.59 MG. These findings align with the results of the CIP Update Report.

Three types of water storage are needed to operate a water distribution system:

1. Equalization or Operational Storage
2. Fire Fighting Storage
3. Emergency Storage

RECOMMENDATION: It is recommended to proceed with a 3 MG storage facility now to meet existing needs and partial future growth needs in agreement with the CIP Update Report.

TYPE

GOAL: Advantages and disadvantages associated with ground storage and elevated storage.

GROUND STORAGE

- + Lower initial capital investment
- + Shorter construction time
- + Less likely to experience freezing issues
- Requires pumps, emergency power systems, and a building to operate - can increase maintenance costs and requirements
- Larger facility footprint

Types of Ground Storage Evaluated:

- Bolted Steel
- Welded Steel
- Cast-In-Place Concrete
- **Prestressed Concrete**

Types of Elevated Storage Evaluated:

- Single Pedestal
- Fluted Column
- Multi-Column
- **Composite**

ELEVATED STORAGE

- + Can maintain pressure and vary flow in and out of the tank on demand without the use of pumps
- + Does not require emergency power
- Higher initial capital investment
- Longer construction time
- Federal Aviation Administration (FAA) regulations
- Increased life-cycle cost for paint coating system
- More susceptible to freezing

LOCATION

GOAL: Compare storage options at two potential sites for construction of new storage.

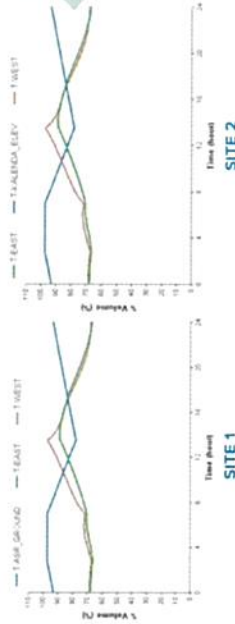
STORAGE SITE 2

- + Larger and level site for staging and construction.
- Privately owned.
- Not located near existing trunk watermain (approx. 2,000-ft trunk extension needed for the ground storage tank)
- Lacks support pumping from ASR.

STORAGE SITE 1

- + Owned by JPWB
- + Located next to existing watermain (no significant extension required)
- + Provides the option to pump the ASR directly into the new tank. Can influence water turnover during the periods of low demands.
- + Higher ground elevation reduces pumping needs
- Uneven topography and site proportions

Hydraulically, the differences between Sites 1 and 2 are minimal for either ground storage tanks or elevated storage tanks. There are slight variations due to the difference in location, but the overall system demonstrates similar storage trends, pressure trends, available fire flow, and pumping needs for ground storage options. Modeling indicates that a ground storage facility at either site will balance better with the existing storage facilities when compared to a water tower.



Hydraulic Model Results:
Proposed ground storage tank (blue line) shows similar water-level operational trends for Site 1 and Site 2.

RECOMMENDATION: Placement of the proposed 3 MG storage facility at Site 1. In addition to current site ownership, this location offers numerous additional benefits including the ASR can influence water turnover in the tank, assist with refilling, provide regenerative support during higher pumping rates, and serve as a backup option if the tank is off line for maintenance. Additional factors resulting in the recommendation of Site 1 over Site 2 have to do with the additional costs associated with constructing the tank in Site 2 (see cost section).

COST

GOAL: Capital costs and a 50-yr life cycle cost analysis.

Capital Cost Estimates

(3 MG composite water tower and a 3 MG prestressed ground storage tank on Site 1)

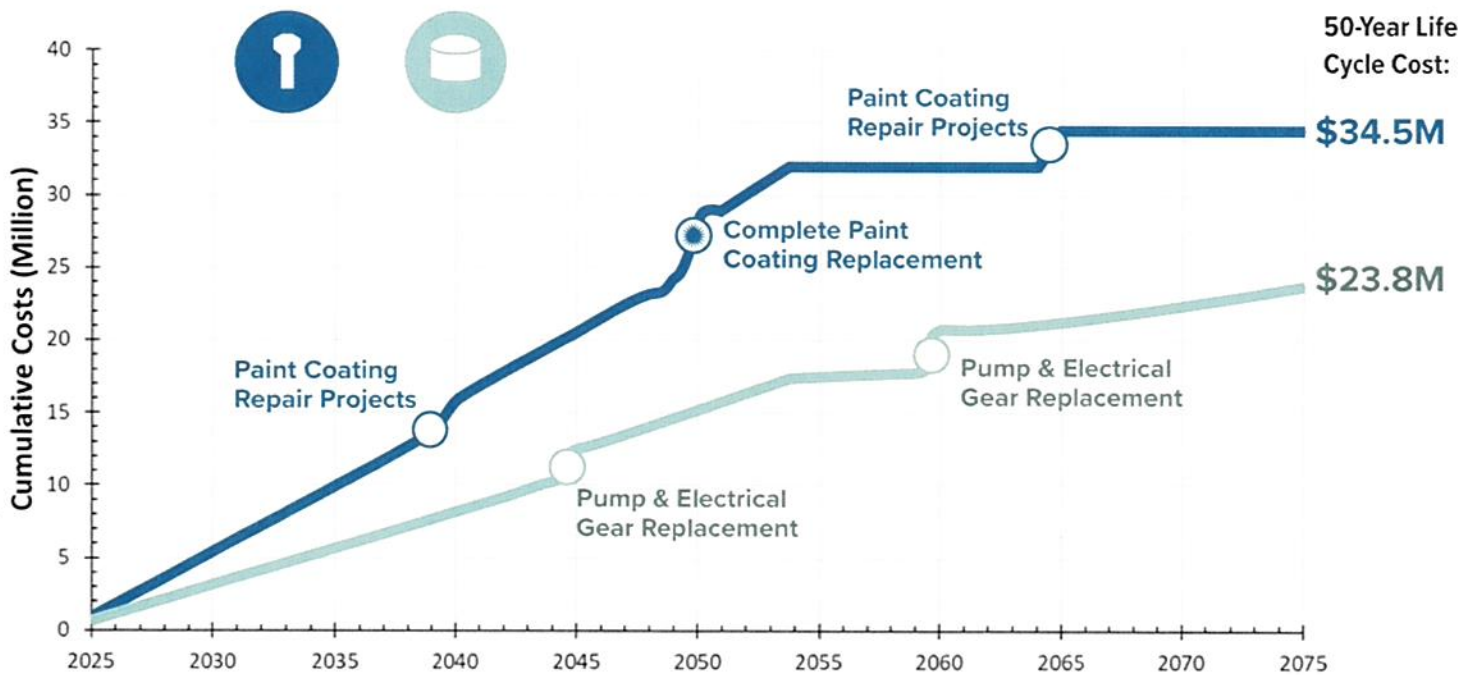
	Site 1: 3MG Prestressed Concrete Ground Storage Tank	Site 1: 3MG Composite Water Tower
Construction Costs	\$7.1 M	\$13.2 M
Legal, Admin, Engineering Fees	\$1.1 M	\$2 M
Contingencies	\$1.6 M	\$3.2 M
TOTAL Capital Cost Estimate	\$9.8 M	\$18.3 M

Additional Cost Consideration for Site 2:

- 5 acre land purchase is estimated at \$125,000 for both a water tower or a ground storage tank
- A Ground Storage Tank at Site 2 requires 2,000 ft of 16-inch main estimated a \$1M including contingencies
- A water tower at Site 2 would not require the additional 2,000-ft of 16-inch main.

50-Year Life Cycle Cost Analysis

(3 MG composite water tower and a 3 MG prestressed ground storage tank on Site 1)



FINAL RECOMMENDATION:

Construct a 3 MG prestressed concrete ground storage tank with a firm pumping capacity of 4,000 gallons per minute and on-site emergency power systems on Site 1.

Joint Powers Water Board	Tel. : 763-497-3611
11100 50 th St NW	Fax : 763-497-4908
Albertville MN 55301	www.jointpowerswaterboard.org

MEMO

TO :	Joint Powers Water Board
FROM :	John Seifert
DATE :	September 18, 2024
SUBJECT :	2025 Rate Study Recommendations

Along with the Abdo Financial Solutions long range planning document that Joint Powers Water Board receives from the financial model updated recommendations for the adjustments on utility rates and connection fees. This year the model recognizes the method approved in 2023 to step the increase to connection fees over a five step period. 2023 was the first step. This would be the second step raising the WAC fee for 2025 to \$2,541.

With regard to the recommend rate increase for water operations, the Abdo Financial Solutions rate analysis recommends a modest increase of 1.5% to maintain stable revenue streams and account for inflation to existing cost of operations and an increase to \$5.00 for the fixed rate. A copy of the proposed fee schedule is attached for Board review.

Staff recommends setting the 2025 fee schedule as presented

Recommended Motion:

- Staff recommends setting the 2025 fee schedule as presented.

Joint Powers Water Board
FEE SCHEDULE
2025 PROPOSED

Description	2024 Fee	2025 Fee	Comments
Supply Connection Fee (WAC)	\$2,310	\$2,541	Based on Final Rate Study & Long Range Planning Model
Water Rate: Residential			
<u>Base Fee:</u>			
Supply	\$3.80	\$5.00	
<u>Commodity Rate (per 1,000 gallons)</u>			1.5% Increase Proposed
0-3500 gallons	\$2.28	\$2.31	
3501-6500 gallons	\$2.57	\$2.61	
6500-11500 gallons	\$2.80	\$2.84	
11500-16500 gallons	\$3.10	\$3.15	
Over 16500 gallons	\$3.64	\$3.69	
Water Rate: Commercial			
<u>Base Fee:</u>			
3/4 inch meter	\$4.83	\$4.90	
1 inch meter	\$7.74	\$7.86	
1.5 inch meter	\$14.49	\$14.71	
2 inch meter	\$58.04	\$58.91	
2.5 inch meter	\$89.48	\$90.82	
3 inch meter	\$120.94	\$122.75	
4 inch meter	\$134.59	\$136.61	
6 inch meter	\$170.26	\$172.81	
8 inch meter	\$187.31	\$190.12	
<u>Commodity Rate, per 1,000 gallons</u>			1.5% Increase Proposed
>0 gallons	\$2.58	\$2.62	
Water Rate: Irrigation Only			
<u>Base Fee:</u>			
3/4 inch meter	\$4.83	\$4.90	
1 inch meter	\$7.74	\$7.86	
1.5 inch meter	\$14.49	\$14.71	
2 inch meter	\$58.04	\$58.91	
2.5 inch meter	\$89.48	\$90.82	
3 inch meter	\$120.94	\$122.75	
>3 inch meter	Board analysis	Board analysis	
<u>Commodity Rate, per 1,000 gallons</u>			1.5% Increase Proposed
>0 gallons	\$3.64	\$3.69	Equal to top residential tier
Per Copy Fee			
Data on CD	\$0.26	\$0.26	
Staff time to format/develop reports	\$5.15	\$5.15	
	\$30.00/hr (billed to 0.25 hrs)	\$30.00/hr (billed to 0.25 hrs)	No Change Proposed
Plan Review and construction inspection escrow	\$2,000	\$2,000	No Change Proposed
Telcom Application	\$500	\$500	No Change Proposed
Joint Powers Wireless Telecom Reviews	At cost	At cost	No Change Proposed
Hydrant Use Deposit	\$77.25	\$77.25	
	\$2,317.50 (large set-up)	\$2,317.50 (large set-up)	
	\$721 (garden hose set-up)	\$721 (garden hose set-up)	No Change Proposed
Water Salesman/hydrant use rate	now	now	No Change Proposed
JP Standard Specifications	\$25.75	\$25.75	No Change Proposed
Unauthorized Hydrant Use	\$1,030	\$1,030	No Change Proposed
Chairman Stipend (annual)	\$309	\$309	No Change Proposed
Sprinkling Violations	\$77.25 (1st violation)	\$77.25 (1st violation)	
	\$51.50 (each add'l violation)	\$51.50 (each add'l violation)	No Change Proposed
Certification to Taxes	County fees PLUS	County fees PLUS	
	\$10.30 per acct. and 18%	\$10.30 per acct. and 18%	No Change Proposed
Late Fees on Water Bills	18% annually (4.5%/qtr)	18% annually (4.5%/qtr)	
	w/ \$5.15 min. PER	w/ \$5.15 min. PER	
	SUPPLY Service Per Quarter.	SUPPLY Service Per Quarter.	No Change Proposed
Assessment Search	\$25	\$25	No Change Proposed
NSF Fee	\$35	\$35	No Change Proposed

***Fee Schedule approved by the Joint Powers Water Board

ENGINEER

Agreement for Professional Services

This Agreement is effective as of September 23, 2024, between Joint Powers Water Board (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: SCADA Upgrades Design.

Client's Authorized Representative: John Seifert, General Manager, Veolia
Address: 11100 50th Street NE
Albertville, MN 55301
Telephone: 612.919.3783 **email:** john.seifert@veolia.com

Project Manager: John Carlson
Address: 3535 Vadnais Center Drive
St. Paul, MN 55110
Telephone: 952.905.1212 **email:** jcarlson@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 05.15.22), which is incorporated by reference herein and subject to Exhibits attached to this Agreement. The scope of work and schedule is included in the proposal in Exhibit B.

Fee: The fee shall be time and materials and is subject to a not-to-exceed amount of \$27,240 including expenses and equipment. The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Short Elliott Hendrickson Inc.

Joint Powers Water Board

By: 
Christopher Larson, PE
Title: Client Service Manager

By: _____
Title: _____

Exhibit A-1
to Agreement for Professional Services
Between Joint Powers Water Board (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated September 23, 2024

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
3. Plots, Reports, plan and specification reproduction expenses.
4. Postage, handling and delivery.
5. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
6. Other special expenses required in connection with the Project.
7. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render Services hereunder will be for a period which may reasonably be required for the completion of said Services.

2. If Client has requested changes in the scope, extent, or character of the Project or the Services to be provided by Consultant, the time of performance and compensation for the Services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform the Services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for the Services, then Consultant shall promptly notify the Client regarding the need for additional Services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional Services and to an extension of time for completion of additional Services absent written objection by Client.

2. Additional Services, including delivery of documents, CAD files, or information not expressly included as deliverables, shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon seven days written notice or, at its option, accept an equitable adjustment of compensation provided for elsewhere in this Agreement to reflect costs incurred by Consultant.

2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.

3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the Services hereunder and/or the termination of this Agreement.

4. In the event of termination, Consultant shall be compensated for Services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the Services provided by Consultant and access to all public and private lands required for Consultant to perform its Services.

2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deed; and other land use restrictions; as-built drawings; and electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.

3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's Services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide Services in a timely manner.

4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.

5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant's employees related to inappropriate or unwelcomed actions by Client or Client's employees or agents. This shall include, but not be limited to, providing access to Client's employees for Consultant's investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant's employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client's facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client's employees.

7. Client acknowledges that Consultant has expended significant effort and expense in training and developing Consultant's employees. Therefore, during the term of this Agreement and for a period of two years after the termination of this Agreement or the completion of the Services under this Agreement, whichever is longer, Client shall not directly or indirectly: (1) hire, solicit or encourage any employee of Consultant to leave the employ of Consultant; (2) hire, solicit or encourage any consultant or independent contractor to cease work with Consultant; or (3) circumvent Consultant by conducting business directly with its employees. The two-year period set forth in this section shall be extended commensurately with any amount of time during which Client has violated its terms.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Services or deliverables until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding Services, deliverables, or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable

costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.

2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its Services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods, or procedures of construction. Consultant's Services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. Consultant's Opinions of Probable Construction Cost are provided if agreed upon in writing and made on the basis of Consultant's experience and qualifications. Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Probable Construction Cost prepared by Consultant. If Client wishes greater assurance as to construction costs, Client shall employ an independent cost estimator.

B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter, or disposer of hazardous or toxic substances. Therefore the Client agrees to hold harmless, indemnify, and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims; losses; damages; liability; and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including without limitation lost rentals; increased rental expenses; loss of use; loss of income; lost profit, financing, business, or reputation; and loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them. Consultant expressly disclaims any duty to defend Client for any alleged actions or damages.
3. It is intended by the parties to this Agreement that Consultant's Services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or

asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

4. Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued, and the applicable statutes of limitations shall commence to run, not later than either the date of Substantial Completion for acts or failures to act occurring prior to substantial completion or the date of issuance of the final invoice for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Services are substantially completed.

D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

E. Dispute Resolution

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or the Services (except for unpaid invoices which are governed by Section III) shall be submitted to mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.
2. Any dispute not settled through mediation shall be settled through litigation in the state and county where the Project at issue is located.

SECTION V – INTELLECTUAL PROPERTY

A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CAD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service"). Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Notwithstanding anything to the contrary, Consultant shall retain all of its rights in its proprietary information including without limitation its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be work product or work for hire and Consultant shall not be restricted in any way with respect thereto. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its Services, Client shall have the right in the form of a nonexclusive license to use Instruments of Service delivered to Client exclusively for purposes of constructing, using, maintaining, altering and adding to the Project. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of Services, including subpoenas directed from or on behalf of Client are available to Client subject to Consultant's current rate schedule. Consultant shall not be required to provide CAD files or documents unless specifically agreed to in writing as part of this Agreement.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify, and hold harmless Consultant from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.



Building a Better World
for All of Us®

September 16, 2024

RE: Joint Powers Water Board
SCADA Upgrades Design

John Siefert
General Manager
Veolia North America c/o Joint Powers Water Board
11100 50th St NE
Albertville, MN 55301

Thank you for the opportunity to submit this proposal for professional services to the Joint Powers Water Board for SCADA System Upgrades. This letter serves as our understanding of the project, scope of services, and fees.

PROJECT UNDERSTANDING

The water system SCADA (Supervisory Control and Data Acquisition) was mainly installed in 1999 with the central control center located at the water plant. The water plant communicates to the remote towers and wells over radio. The water plant uses Wonderware Intouch software to provide operator interface to the control system and data is stored using a Hach Wims database.

This project will upgrade and modernize the SCADA system and will include replacing the outdated Allen Bradley PLCs and radios with updated models as well as replacing the existing Personal Computers and SCADA software.

The following sites and equipment are included in this improvement project:

1. Water Treatment Plant
2. East Tower
3. West Tower & Well #5
4. Wells 6& 7
5. Well 9

Work will include:

1. Upgrading existing control panels at the Water Treatment Plant and Well #9 to include:
 - a. Replace existing PLCs.
 - b. Replace Radios.
 - c. Miscellaneous panel modifications to include new panel lights, 24VDC power supplies, new Ethernet Switches, new OITs, etc.
2. Replacing the existing control panels at Well 6 & 7, East Tower and West Tower.
3. Replace two obsolete Personal Computers at the Water Treatment Plant.
 - a. Provide redundancy capability.
 - b. Provide capability for remote access.
 - c. Add large wall-mounted system overview screen for enhanced operational visibility.
4. Replace existing SCADA Software.
5. Telemetry upgrades to include replacement of existing radios.

WORK PLAN

Task 1: Design Phase

Task 1.1. Kick-off-meeting, scope review and site investigation.

Lead a Kick-off meeting with project team and other stakeholders to review the project objectives, scope, schedule, and budget:

- Meeting to be held at the water plant.
- John Carlson and Tom Sontag to be present.
- Meeting agenda will be provided ahead of the meeting, and meeting notes will be provided following the meeting.
- Following meeting, perform field investigation at the project WTP, wells, and elevated tank sites.

Task 1.2 90% bidding documents:

Prepare drawings to a 90% design level and submittal to the Water Board for review.

90% Deliverables:

1. Prepare the following drawings:
 - a. General Title Sheet
 - b. Electrical Symbols Sheet
 - c. SCADA Network Diagram
 - d. SCADA Details
 - e. SCADA Details
2. Division 01, 02, and Technical Specifications to a 90% level
3. Opinion of probable construction costs

Task 1.3 90% Review Meeting:

SEH Project Manager will lead a review meeting to discuss outstanding issues and Owner comments. We anticipate that this meeting will last 2-hours. This meeting will be held via Microsoft Teams and John Carlson and one of the control systems specialists will attend this meeting. Following this review meeting, we will make agreed upon changes to the project letter report.

Task 1.4 Final Deliverable:

Final signed drawings and project manual will be provided for electronic advertisement.

Task 2: Bidding Phase

Task 2.1 RFIs and Addendums

We have included four hours to respond to contractor RFIs and prepare addendums as needed.

Task 2.2 Pre-Bid Meeting

We have included eight hours for John Carlson to attend the pre-bid meeting with the Contractors.

ASSUMPTIONS AND CLARIFICATIONS

Our work plan and deliverables were built on the following assumptions:

- SEH will provide all documentation electronically and has not included any printing costs.
- SEH has not included any fees associated with project bidding and advertising. SEH will post the bidding documents electronically.

- Electrical engineering services are the only technical discipline engineering services included. Services are not included for architectural, civil, process, structural, or mechanical engineering services.

ADDITIONAL SERVICES

SEH can offer additional efforts to support the project, but these have not been included at this time. We will provide an estimated fee for Additional Services as requested. Additional Services not included in the proposal include, but are not limited to, the following:

- Site visits in excess of those noted above.
- Preparing Change Orders or other services and supporting data or providing other services in connection with changed project conditions which are inconsistent with the original design intent including, but not limited to, changes in project size, complexity, Owner's schedule, character of construction or method of financing.
- Additional services not otherwise provided for in this Agreement.

PROJECT SCHEDULE

We are prepared to begin work upon execution of a contract. An estimated project schedule follows:
Task 1 Design Phase – 8 Weeks

- 1 week after NTP – Project kick-off meeting
- 6 weeks after kick-off meeting – 90% submittal
- 1 week after 90% submittal – 90% review meeting
- 1 week after 90% review meeting – Final Submittal

COMPENSATION

SEH is prepared to complete this scope of work and is prepared to begin these efforts upon receipt of your written Work. Attached is a services agreement that you can use to authorize us to begin this work.

Based on the scope of services described above, SEH proposes to complete the work based on the following fee schedule:

- Task 1 Design Phase – \$ 24,300 (Hourly)
- Task 2 Bidding Phase – \$ 2,940 (Hourly)

\$27,240 Total Estimated Fee

SUMMARY

SEH is excited to work with the Joint Powers Water Board on this important project. Please contact John Carlson or Chris Larson with any questions or requests for additional information. Thank you for the opportunity to submit this proposal.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

John Carlson, PE
Project Manager, Lead Electrical Engineer

Christopher Larson, PE
Client Service Manager

dmk



SCADA Upgrades
 Fee Estimate For:
 Joint Powers Water Board

Completed By: John Carlson
 September 10, 2024



Summary of Estimated Taskhours and Fees

	Labor Hours						Total												
	John Carlson Project Manager	Tom Sontag Controls Engineer	Jim Brummel Electrical designer	Lynn Howe Accounting	Donna Koonts Admin	Chad Wesbrook QC Reviewer	Hours	\$											
Task 1: Design Phase																			
Task 1.1: Kick-Off Meeting/PM	9	5					14	4,587.15											
Task 1.2 90% Bidding Docs	12	8	40				60	13,043.36											
Task 1.3 90% Review Meeting	2	2					4	1,122.03											
Task 1.4 Final Deliverable	2	2	8				12	2,586.91											
Task 1.5 Specs	2	4			2		8	1,871.23											
Task 1.6 QC		1	1				2	1,051.84											
Task 1.7 CO Review Meeting							0	0											
Task 1.8 Preliminary Drafting							0	0											
Task 1.9							0	0											
Subtotal, Preliminary Design Phase	27	22	49	4	2	2	106	24,263											
Task 2: Bidding																			
Task 2.1 Pre-Bid Meeting	5						5	1,538.59											
Task 2.2 RFI	1	1					2	561.02											
Task 2.3 Addendum	1		1				2	490.83											
Task 2.4 Bid Evaluation	1						1	307.72											
Task 2.5							0	0											
Subtotal, Bidding Phase	8	1	1	0	0	0	10	2,898.15											
TOTAL	35	23	50	4	2	2	116	27,161											
Total Costs for each column \$							10,770	\$	5,826	\$	9,155	\$	551	\$	243	\$	615	\$	27,161