

1. **Call to Order.** The regular meeting of the Joint Powers Water Board was called to order by Chairperson Gleason, on Monday, June 24, 2024 at 6:00 p.m. at the Joint Powers Water Board Water Treatment Plant, 11100 50<sup>th</sup> St NE, Albertville, MN 55301.

Board present: Ryan Gleason, Tom Dierberger, Joe Hagerty, Rob Olson.

Board absent: Chris Kauffman, Bob Zagorski.

Staff present: John Seifert, General Manager; Jennifer Thomas, Office Manager.

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

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

2. **Approve Agenda.** Olson moved, Dierberger seconded, to adopt the Agenda as presented. Motion carried 4-0.

3. **Approve Consent Agenda.** Hagerty moved, Olson seconded, to approve the Consent Agenda below. Motion carried 4-0.

- 3.1 Approval of May 20, 2024 Regular Board Meeting Minutes
- 3.2 Approval of June 2024 List of Claims
- 3.3 Approval of June 2024 Budget Report
- 3.4 Approval of June 2024 Cash Balances Report
- 3.5 Approval of May 2024 Monthly Operations Report
- 3.6 Approval of Construction Scope and Fee for ASR / 15th Street NE Watermain Looping Project
- 3.7 Approval of Joint Powers Water Board's Wire Transfer Policy and Procedure
- 3.8 Approval of Joint Powers Water Board's Purchasing Policy
- 3.9 MBI Pay App No. 8 - Filter Rehabilitation

#### 4. **General Business.**

4.1 **First Amendment to 2019 Verizon Wireless Site Lease Agreement.** General Manager Seifert reminded the Board that they previously authorized Staff and the Board's attorney, Scott Landmans, to negotiate an amendment to an existing lease agreement with Verizon Wireless for tower space on the East Tower located on 50th Street. Since that time, the Verizon legal department approved the First Amendment presented to them. The Verizon site coordinator has progressed the site plan review process through JPWB's site consultant, SEH Engineering, to the final stage. Verizon is looking to start the build in late summer of 2024. Staff recommends approving the First Amendment to the Verizon Lease as presented. Hagerty moved, Dierberger seconded, to approve the First Amendment to the 2019 Verizon Wireless Site Lease Agreement. Motion carried 4-0.

#### 5. **Engineer.**

5.1 **Approve Limited Engineering Study on Condition Assessment of SCADA and Communication System for Joint Powers.** General Manager Seifert told the Board that the current SCADA equipment is no longer supported and replacement parts are in short supply in the secondary market. The Joint Powers Water Board's CIP identified a future need for this replacement. Engineer Larson discussed SEH's proposed scope of service with the Board. Staff

recommends approving the limited engineering study on condition assessment of SCADA and communication systems for Joint Powers.

Olson moved, Dierberger seconded, to approve the limited engineering study on condition assessment of SCADA and communication system for Joint Powers. Motion carried 4-0.

## 6. Operations and Office.

6.1 **ASR Update.** General Manager Seifert told the Board that the ASR is ready to be put online, so that next year the injection time should be between three and four months instead of seven. Seifert also told the Board that it should see a cost savings of approximately \$4,100 for every month that is shaved off of the current injection timing. Olson asked if there was a chance we would not pull from the ASR since we've had so much rain this year. Seifert said he would not recommend that, but rather use what is already stored and treated at the ASR first

6.2 **ASR Looping Watermain Project Update.** General Manager Seifert provided a brief update of the ASR looping watermain project and told the Board that two of three sections of the long pulls of the ASR looping project are in the ground.

6.3 **Well 2 Warranty Work Completed - 100% of Well Capacity.** General Manager Seifert told the Board that we are back up to 100% well capacity in Well 2 after a motor was replaced under warranty.

6.4 **Phone System.** General Manager Seifert told the Board that a new VoIP phone system is being installed in the coming month.

## 7. Other Business / Announcements / Correspondence.

7.1 **July 24 Board Meeting.** Chairperson Gleason told the Board that he may not be at the July meeting, but will try to let the Board know in advance if he is able to attend.

8. **Adjourn.** Hagerty moved, Olson seconded, to adjourn the Joint Powers Water Board meeting at 6:32 PM. Motion carried 4-0.

  
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Jennifer Thomas, Recording Secretary