

**Grand Forks/East Grand Forks Intermunicipal Advisory Board Meeting
Wednesday, September 13, 2015 – 5:00pm**

Attendees: East Grand Forks (EGF) Mayor Gander, Grand Forks (GF) Mayor Brown, EGF City Council President Olstad, EGF Councilman Riopelle, EGF Councilman Vetter, Grand Forks Councilman Vein, GF Councilwoman Mock, EGF City Administrator Murphy, GF City Administrator Feland, EGF City Attorney Galstad, EGF City Engineer Steve Emery, GF City Engineer Grasser, EGF Public Works Director Stordahl, GF Water Works Director Parvey, GF Community/Government Relations Officer Haga, GF Assistant Finance Director Stern, GF Assistant Water Works Director Botnen, Shawn Gaddie, Division Manager, AE2S Nexus, Donovan Voeller, Project Engineer, AE2S

The meeting was called to order at 5pm by President Olstad. At that time, he asked Mr. Galstad to provide an overview of the Interconnect Intermunicipal Agreement. Mr. Galstad stated the Agreement controls the duties and responsibilities of each City and provides details on cost and well as how the costs are developed. Additionally, the agreement provides for dispute resolution and information regarding wastewater strength and flow volumes. Mr. Olstad asked if others had anything to add. Nothing was noted.

Next, Mr. Olstad asked for Mr. Emery to present a project overview and update. Mr. Emery provided information on the project alignment, and equalization basin, lift station and force main construction. Remaining work in EGF includes electrical and lift station controls, some additional force main work and the water balance test on the equalization basin. Mr. Voeller provided an update on project construction in GF. Boring has been completed, two air release valves and master meter manhole have been installed. Telemetry and electrical work remain on the GF side. Mr. Emery stated project start up is projected for October 9, 2017.

Following this discussion, Ms. Parvey presented an update on staff coordination activities. Staff from both Cities have been working on operation and maintenance issues as well as the development of an industrial wastewater discharge permit. Elements of the permit development have included weekly sampling of EGF wastewater to determine the relative strength of the wastewater in the system. Sampling has indicated that at times the wastewater strength is over the surcharge limit allowed for in GF ordinance. Staff have been working to develop methods to recoup these costs from those users in EGF that are contributing to the excessive strength.

Next, Mr. Gaddie provided an overview of the 2018 Wastewater Cost of Service Analysis (COSA). This included a summary of the methodology, GF Capital Improvement Projects (CIP), GF Utility debt profile, EGF cost of service for 2018 and projected costs for 2019. The rates are displayed below:

	2017	2018	2019 <i>Projected</i>
Total Cost of Service	\$ 395,576	\$ 455,552	\$ 386,870
Monthly Minimum:			
Customer Cost	\$ 28,443	\$ 29,517	\$ 30,100
Monthly Fixed Charge	\$ 2,370	\$ 2,460	\$ 2,508
Volumetric Rate:			
Flow Cost	\$ 367,133	\$ 426,035	\$ 356,770
Volume (Gallons)	343,100,000	343,100,000	343,100,000
Unit Charge per kgal	\$ 1.07	\$ 1.24	\$ 1.04

**Total Cost of Service assumes domestic strength wastewater. Current calculated cost is not inclusive of any potential surcharge strength charges for discharges in excess of domestic limits.*

The group then discussed a ceremonial plaque to commemorate the completion of this historic project. Staff from both Cities agreed to coordinate this effort.

The last item on the agenda was a discussion related to other potential projects/activities on which the Cities could develop. One item discussed was the Red River Valley Water Supply Project and the other was another bridge connecting the two cities. Mr. Galstad stated the two cities could put information before their respective councils to provide authority to this group to continue working on other common issues. Mr. Olstad stated he looks forward to continuing to work together. Mayor Brown and Mayor Gander both expressed that they are supportive of continuing to work together on common issues and thanked the group for the accomplishments to date. Mr. Olstad adjourned the meeting at 6:25pm.