



East Dakota Water Development District
132B Airport Drive
Brookings, SD 57006
605-688-6741 605-688-6744 Fax

MINUTES
September 19, 2024

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on September 19th, 2024, at the District Office in Brookings. Vice-Chairman Duffy called the meeting to order at 10:30 a.m. The following persons attended:

Directors Present

Jeff Barth
Gary Duffy
Bonnie Dybedahl
Spencer Hawley
Bob Kappel
John Moes
Joedy Poppe

Others Present

- none -

Staff Present

Jay Gilbertson

Directors Absent

Mark Anderson
Director Area 7 vacant

DRAFT

Administrative Items

Approval of Agenda - The Manager requested to have a discussion of possible Policies & Procedures Manual changes added to the Agenda.

Motion by Barth, seconded by Moes to approve the agenda as so amended. Motion carried unanimously.

Minutes - The Board reviewed the Minutes of the June 25th and August 15th, 2024, meetings.

Motion by Hawley, seconded by Barth to approve the Minutes of the June 25th, 2024, and August 15th, 2024, meetings as presented. Motion carried unanimously.

Financial Reports - The Board reviewed the August 2024 Financial Reports.

Motion by Moes, seconded by Dybedahl, to accept the August 2024 financial reports. Motion carried unanimously. Vice-Chairman Duffy asked that the report be placed in the District files.

Report of Meetings and Conferences - Director Hawley reported on a public meeting on the development of the Lake Poinsett Management Plan held at the Methodist Church Camp on Lake Poinsett on September 14th.

Director Poppe reported on the 11th Annual Big Sioux RiverFest in Sioux Falls on August 17th.

The Manager briefly commented on the following meetings he had attended:

1. August 15th - 2024 SDSU Extension Watershed Academy, Brookings.
2. August 21st & 22nd - Big Sioux River PFAS sampling project planning, Rapid City.
3. August 27th - South Dakota Lakes & Streams Association Board of Directors, Brookings.
4. August 27th - Lake Kampeska WPD USCOE Watertown Flood Risk Management Study discussions, Watertown.
5. August 28th - Prairie Coteau Watershed Project Field Tour, southeastern Day County.
6. September 5th - South Dakota Association of Rural Water Systems (SDARWS) Board of Directors Meeting, Yankton; SDARWS Rural Water Center Board of Directors Meeting, Yankton.
7. September 7th - 2024 American Institute of Professional Geologists - South Dakota Chapter, field tour, Custer & Fall River Counties.
8. September 12th - James River Water Development District Board of Directors, Aberdeen.
9. September 17th - USCOE Watertown, SD, Flood Risk Management Study Public Meeting, Watertown.

Upcoming Meetings

1. **September 19th - 2:00 p.m.** - City Environmental Center, 1017 East Chambers Street, Sioux Falls. Big Sioux River Project Steering Committee meeting.
2. **September 23rd & 24th** - Big Sioux River watershed. PFAS sampling by SDSM&T.
3. **September 26th - 1:00 p.m.** - Matthews Training Center, 523 East Capitol Avenue, Pierre. South Dakota Board of Water and Natural Resources. ARSD 74:05:05:20 rules amendment.
4. **October 1st - 10:00 a.m.** - EDWDD Office, 132B Airport Avenue, Brookings. South Dakota Lakes & Streams Association Board of Directors.
5. **October 2nd & 3rd** - Pierre. Matthews Training Center, 523 East Capitol Avenue, South Dakota Water Management Board.
6. **October 8th - 3:00 p.m. (MST)** - Rapid Valley SD, 4611 Teak Drive, Rapid City. West Dakota Water Development District Board of Directors.
7. **October 16th** - McCrory Gardens Education Center, SDSU, Brookings. 2024 Eastern South Dakota Water Conference.
8. **October 16th - 3:00 p.m.** - McCook County Courthouse, 130 West Essex Avenue, Salem. Vermillion Basin Water Development District Board of Directors.
9. **October 17th - 9:30 a.m.** - Grant-Roberts RWS Office, 1209 South Dakota Street/SD Hwy 15, Milbank. October EDWDD Board of Directors.
10. **October 29th & 30th** - Springhill Suites, 322 Main Street, Deadwood. South Dakota Association of Rural Water Systems (SDARWS) Manager's Group.

Payment Requests - The Manager presented four payment requests from District-sponsored activities that required Board action. He noted that the requests were in order and consistent with provisions set by the Board at the time of awards. He requested Board authorization to make the following payments:

<u>Grant Recipient/Activity</u>	<u>Requested Amount</u>
SDSU - <i>E. coli</i> Stormwater Treatment Pilot Project (Hua)	\$ 17,793.66
SDSU - SRAM Environmental & Economic Assessment (Mehan)	\$ 3,593.48
SDLSA - Economic Impact Study of AIS/Zebra Mussels	\$ 15,000.00
USGS - FFY 2025 Bruce Gaging Station Support	\$ 9,370.00
	\$ 45,757.14

Motion by Moes, seconded by Kappel to authorize payments totaling \$45,757.14 as requested. Motion carried unanimously.

Policy Manual Adjustments - The Manager distributed DRAFT changes to two sections of the District's Policies and Procedures Manual (Travel Expense Reimbursement & Sick Leave), along with a new section, Compensation Philosophy. He asked the Board to review this material, and stated that he would place consideration of the changes on the October meeting Agenda.

Hearing and Action on the 2025 EDWDD Budget

Vice-Chairman Duffy opened the public hearing on the 2025 EDWDD Budget at 11:00 a.m. The Manager stated that the District had published a copy of the proposed budget and notices of the hearing in all of the official District newspapers, as required by South Dakota Codified Law 46A-3E-10. The Manager stated that no written or verbal comments on the proposed budget were received prior to the meeting/hearing.

Vice-Chairman Duffy invited public comment on the budget as advertised and presented. No public comments were made. Vice-Chairman Duffy declared the public hearing closed at 11:05 a.m., and called for Board comment and/or action on the proposed budget.

It was discussed that in the DRAFT budget, the staff salaries, and associated payroll liabilities, had been increased by ten percent (10%) over the current year. In that the Personnel Committee had not recommended significant increases for 2025, it was suggested that these numbers could be reduced.

Motion by Hawley, seconded by Kappel, to reduce the increase to five percent over the prior year for staff salaries, and associated payroll liabilities, under the Administration and Technical Assistance sections of the proposed 2025 budget. The 'saving' from this action were to be added to the Project Assistance funds. The Manager noted that with the proposed changes, there would be no net change to the overall budget expenditures. Motion carried unanimously.

The Manager requested Board authorization for the Vice-Chairman and Treasurer to sign District Resolution 24-1, Resolution providing that a tax be assessed and levied on all taxable property in the East Dakota Water Development District. The resolution covers District property tax collections for fiscal year 2024, payable in 2025, as identified in the property tax income portion of the budget under consideration. The resolution is part of the package of material sent to all county auditors and treasurers in the District, as well as the South Dakota Department of Revenue, on or before October 1st.

Motion by Hawley, seconded by Kappel to adopt the 2025 EDWDD Budget as amended, and to authorize the Vice-Chairman and Treasurer to sign Resolution 24-1. Motion carried

unanimously.

FY 2025 BUDGET

MEANS OF FINANCE

100	Tax Revenue	\$	983,700
200	Grant Revenue	\$	300,000
300	Capitol Reserves	\$	450,000
400	Miscellaneous Revenue	<u>\$</u>	<u>110,000</u>
TOTAL FY 2025 MEANS OF FINANCE		\$	1,843,700

APPROPRIATIONS

		GENERAL FUND	
01	Board of Directors	\$	41,392
02	Administration	\$	212,500
03	Technical Assistance	\$	357,998
04	Operational Expenses	\$	142,750
05	Professional Services	\$	60,000
06	Capitol Outlay	\$	63,500
07	Grant Expenditures	\$	300,000
08	Project Assistance	\$	515,560
09	Contingency	<u>\$</u>	<u>150,000</u>
TOTAL FY 2025 APPROPRIATIONS		\$	1,843,700

Project Assistance Requests

SDSU Water Resources Institute - 2024 Eastern South Dakota Water Conference - The Manager presented a request from the Water Resources Institute at South Dakota State University for District cost-share assistance in support (sponsorship) of the 2024 Eastern South Dakota water Conference, to be held October 16th at the McCrory Gardens Education & Visitor Center in Brookings.

Motion by Barth, seconded by Dybedahl to provide \$450 in sponsorship support of the 2024 Eastern South Dakota Water Conference, and to authorize expenditure of the funds. Motion carried unanimously.

Adjournment

There being no further District business, Vice- Chairman Duffy declared the meeting adjourned at 11:35 a.m.

Spencer Hawley, Secretary

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RESOLUTION 24-1

RESOLUTION PROVIDING THAT A TAX BE ASSESSED AND LEVIED ON ALL TAXABLE PROPERTY IN THE EAST DAKOTA WATER DEVELOPMENT DISTRICT

WHEREAS, Section 46A-3E-1 of the South Dakota Codified Laws provides, “A water development district board of directors may levy taxes, not to exceed thirty cents per thousand dollars of taxable valuation in the district, for accomplishment of the purposes of chapters 46A-3A to 46A-3E, inclusive, and chapters 46A-1 and 46A-2. If an area is included in more than one water development district, that area's tax levy payable to each of the water development districts shall be determined by multiplying the greater of the overlapping water development districts' levies by each water development district's taxing fraction. Each water development district's taxing fraction is determined by dividing that water development district's proposed tax levy for the overlapped area by the sum of all water development districts' levies for the overlapped area. Any water development district for which boundaries are revised under §§ 46A-3A-2 to 46A-3A-7.1, inclusive, is not considered a new taxing district. If any water development district levied a tax pursuant to chapter 10-13 in a manner used by a new taxing district for taxes payable in 2010, such water development district shall revert to the amount of revenue payable to the district for taxes payable in 2009 including any excess levy approved pursuant to § 10-13-36 before July 1, 2002. The water development district may adjust the maximum amount of revenue payable for property taxes based on the growth and index factor for each year thereafter. Any excess levy approved by the water development district pursuant to § 10-13-36 before July 1, 2002, is null and void”; and

WHEREAS, Section 46A-3E-13 of the South Dakota Codified Laws provides, “Appropriate officials shall extend the levy or special assessments upon the tax list of the county, municipality, or other appropriate tax paying entity for the tax year against each description of taxable property or, in the case of special assessments, against each description of taxable property to be specially assessed within the water development district in the same manner and with the same effect as other taxes and assessments are extended, including the authority, requirements, and procedures contained in chapter 9-43”; and

WHEREAS, Section 46A-3E-14 of the South Dakota Codified Laws provides, “Appropriate tax collecting officials shall collect all water development district taxes and assessments, together with interest and penalty thereon, if any, in the same manner as the general taxes and assessments are collected and shall pay over monthly to the water development district treasurer all taxes so collected during the preceding month, with interest and penalties, and shall immediately notify the secretary of the water development district of such payment. The water development district treasurer shall immediately enter these receipts to the credit of the depository accounts designated by the water development district board of directors pursuant to § 46A-3E-10”; and

WHEREAS, the East Dakota Water Development district boundary includes all of the lands within Brookings, Codington, Deuel, Grant, Hamlin, Lincoln (Sioux Falls only), Minnehaha, and Moody Counties, Badger Township in Kingsbury County, all of Lake County except Clarno,

Concord, Orland, Wayne and Winfred Townships, and all municipalities that are wholly or partially within the included area or that are contiguous to the included area; and

WHEREAS, the East Dakota Water Development District Board of Directors, at a meeting in Brookings, South Dakota, on September 19th, 2024, adopted a budget of \$1,843,700 for the calendar year 2025 and which is hereby attached and incorporated by reference; and

WHEREAS, an estimated \$948,700 of said budget is to be raised by a tax on taxable valuation in the East Dakota Water Development District;

NOW, THEREFORE BE IT RESOLVED, that pursuant to Chapter 46A-3A to 46A-3E, inclusive, of the South Dakota Codified Laws, the county auditor in each of the following counties of Brookings, Codington, Deuel, Grant, Hamlin, Kingsbury, Lake, Lincoln (Sioux Falls only), Minnehaha, and Moody within East Dakota Water Development District, be instructed to extend the following tax levy in dollars, not to exceed the limits established in Chapter 46A-3E of the South Dakota Codified Laws for collection in 2025 to wit:

COUNTIES	REAL PROPERTY TAX LEVY
Brookings	\$81,868
Codington	\$80,500
Deuel	\$23,101
Grant	\$30,334
Hamlin	\$31,340
Kingsbury	\$2,230
Lake	\$41,443
Lincoln (Sioux Falls only)	\$128,926
Minnehaha	\$503,046
Moody	\$25,912

Said tax levy is to be extended against all taxable property in the county, including municipalities, within:

1. Brookings, Codington, Deuel, Grant, Hamlin, Minnehaha and Moody Counties;
2. Badger township in Kingsbury County;
3. All of Lake County, with the exception of Clarno, Concord, Orland, Wayne and Winfred townships;

- DRAFT
4. That portion of the City of Sioux Falls that is within Lincoln County; and
 5. All municipalities that are wholly or partially within the included area or that are contiguous to the included area; in the same manner and with the same effect as other taxes are extended; and

BE IT FURTHER RESOLVED, pursuant to Section 46A-3E-14 of the South Dakota Codified Laws, the county treasurer in each of the counties within the said East Dakota Water Development District be instructed to collect said real property taxes and pay over such collection of money to the East Dakota Water Development District each month for deposit in the First National Bank of Brookings, the local depository for the District; and

BE IT FURTHER RESOLVED, pursuant to Section 46A-3E-12 of the South Dakota Codified Laws, the secretary of the East Dakota Water Development District is hereby instructed to send a certified copy of this resolution adopting this annual tax levy to be made against 2024 taxable property valuation, and a certified copy of the budget for 2025 as approved by the Board of Directors, to each county auditor and each county treasurer within the East Dakota Water Development District and to the State Secretary of Revenue.

Dated this 19th day of September, 2024, with the approval of the East Dakota Water Development District Board of Directors.

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Gary Duffy, Vice-Chairman
East Dakota Water Development District

Jay P. Gilbertson, Treasurer
East Dakota Water Development District