



East Dakota Water Development District
132B Airport Drive
Brookings, SD 57006

605-688-6741

605-688-6744 Fax

MINUTES
August 19, 2021

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on August 19, 2021, at the District Office in Brookings, SD. Chairman Anderson called the meeting to order at 10:20 a.m. The following persons attended:

Directors Present

Mark Anderson
Jeff Barth
Steve Dick
Gary Duffy
Spencer Hawley
Bob Kappel
Dana Loseke
John Moes

Director(s) Absent

Joedy Poppe

Others Present

Waylon Blasius, Banner Associates
Dave Felton, North Brookings Sanitary & Water District
Joel Galloway, US Geological Survey (via Zoom)
Dan Hamburg, North Brookings Sanitary & Water District
Nick Hendrickson, City of Bryant
Jim Lamberton, North Brookings Sanitary & Water District
Ken Petersen, City of Bryant
Kurt Pfeifle, SD Association of Rural Water Systems
Dennis Rebelein, Banner Associates
Kristie Sikkink, City of Bryant

Staff Present

Barry Berg
Kevin Christenson (via Zoom)
Jay Gilbertson
Alexa Kruse
Deb Springman

Administrative Items

Approval of Agenda - The Manager asked for time to present information on the 2020 District fiscal audit under Administrative Items.

Motion by Duffy, seconded by Kappel to approve the agenda as so amended. Motion carried unanimously.

Minutes - The Board reviewed the Minutes of the July 15th, 2021, Board of Directors meeting.

Motion by Moes, seconded by Dick to approve the Minutes as presented. Motion carried unanimously.

Financial Reports - The Board reviewed the July 2021 Financial Reports.

Motion by Moes, seconded by Loseke to accept the July 2021 financial reports. Motion carried unanimously. Chairman Anderson asked that the report be placed in the District files.

Report of Meetings and Conferences - Director Loseke attended the August 16th meeting of the Friends of the Big Sioux River in Sioux Falls.

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

1. July 21st - South Dakota Association of Rural Water Systems (SDARWS) Manager's Group Meeting, Sioux Falls;
2. July 21st - Vermillion Basin Water Development District Board of Directors, Centerville;
3. July 24th - Friends of the Big Sioux River (FBSR)/Remedy Brewing river beer collaboration, water collection from Big Sioux River;
4. August 5th - 53rd Annual Dakota Conference on the Northern Plains, Augustana University, Sioux Falls;
5. August 6th - SD Public Radio interview on Big Sioux River, w/ Travis Entenman, FBSR, Sioux Falls;
6. August 9th - Minnehaha Conservation District Board of Supervisors, via Zoom;
7. August 10th - West Dakota Water Development District Board of Directors, Rapid City;
8. August 11th - South Dakota Department of Agriculture and Natural Resources (DANR) Watershed Protection Program Rotating Basins discussions, Pierre; and
9. August 11th - Source water protection discussions, City of Volga.

Upcoming Meetings

1. **August 23rd - 9:00 a.m.** - Senior Citizen's Center, Blunt. Central Plains Water Development District Board of Directors.
2. **August 25th - 7:00 p.m.** - Centerville. Vermillion Basin Water Development District Board of Directors.
3. **September 1st & 2nd** - Moorhead, MN. Red River Basin Commission Board of Directors and *Ex Officio* members meeting.
4. **September 2nd** - Aberdeen. SDARWS Board of Directors.
5. **September 9th - 9:00 a.m.** - Huron. James River Water Development District Board of Directors.
6. **September 13th - 3:00 p.m.** - Sioux Falls. Minnehaha Conservation District Board of Supervisors.
7. **September 15th - 7:00 p.m.** - Centerville. Vermillion Basin Water Development District Board of Directors.
8. **September 16th - 9:00 a.m.** - EDWDD Office, Brookings. September EDWDD Board of Directors meeting, and public hearing on 2022 District budget.
9. **September 16th - 7:00 a.m.** - Watertown. Upper Big Sioux River project Advisory Board.
10. **September 22nd - 9:00 a.m.** - City Council Chamber, Dell Rapids. Big Sioux River Project Steering Committee.

Payment Requests - The Manager presented two (2) payment requests on behalf of 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 award. He requested authority to make payment on behalf of the following projects:

<u>Grant Recipient/Activity</u>	<u>Requested Amount</u>
SDSU/Bacteria Removal from Stormwater Runoff (Hua)	\$ 1,241.33
City of Colman/I&I study of waste water collection system	<u>\$ 8,800.00</u>
	\$ 10,041.33

Motion by Duffy, seconded by Loseke to authorize payments totaling \$10,041.33 as requested. Motion carried unanimously.

Personnel Committee Report - Director Moes, representing the Personnel Committee, presented the results of the Committee's meeting held earlier in the day at the District Office. Directors Barth, Loseke and Moes, along with Chairman Anderson, participated. Annual performance reviews were completed on District staff by the Manager. The staff received generally high marks, and there were no significant concerns or problems identified. Director Moes reported that the Manager's performance evaluation, a composite completed by all Board members, also indicated a high level of satisfaction with his efforts. For salary compensation for Fiscal Year (FY) 2022, the Committee recommended an increase of four and one-half percent (4.5%) in compensation for all full-time District staff.

The Manager noted that the compensation recommendations had been included in the DRAFT budget for FY 2022, as considered by the Finance Committee.

Finance Committee Report - The Manager reviewed the DRAFT FY 2022 budget developed at the Finance Committee meeting held earlier in the day at the District Office. Directors Dick, Duffy (Chair), Hawley and Kappel. The budget contains an increase of three point four percent (3.4 %) in the District's base tax levy. He noted that there were no substantial changes in the proposed budget from the prior year. The Manager noted that the proposed budget contained sufficient funds to cover the recommended staff salary increases.

The Manager stated that no formal Board action on the proposed budget was necessary at this time. However, he did request that the Board establish the time and place for the public budget hearing. He suggested that it be held at the September 16th Board meeting in Brookings.

Motion by Barth, seconded by Moes to hold the public hearing on the District's FY 2022 budget on Thursday, September 16th, 2019, at 10:00 a.m. at the District office in Brookings and to authorize publication of the draft budget and necessary public notices. The Manager indicated that the draft budget will be published in all District newspapers in advance of the public hearing. Motion carried unanimously.

Audit of District 2020 Fiscal Records - The Manager presented a proposal from Grant & Williams, Inc., of Sioux Falls to complete a financial audit of the District's records, as required in South Dakota Codified Law 46A-3D-4. The projected cost of the audit would be \$7,700, and they anticipated beginning work in September. The Manager requested Board approval of the proposal and to authorize the Chair to execute the agreement.

Motion by Loseke, seconded by Dick to engage Grant & Williams, Inc., to conduct the audit of the District's 2020 fiscal records, and to authorize the Chair to sign any necessary documents. Motion carried unanimously.

Project Assistance Requests

United States Geological Survey Gaging Station Agreement - Joel Galloway, Hydrologic Data Program Chief for the United States Geological Survey Dakota Water Science Center (USGS) reviewed a proposed joint funding agreement (JFA) between the District and the USGS for support of stream gaging activity for Federal Fiscal Year (FFY) 2022 (October 2021 - September 2022).

During FFY 2021, the District provided cost-share assistance through the Dakota Water Science Center for one gage, on the Big Sioux River near Bruce, at a cost of \$8,870. The proposed FFY 2022 JFA would be for a continuation of support for this gage, at a cost of \$8,960. No new gage sites have been proposed. The Manager requested Board approval of the FFY 2022 JFA for the Bruce gaging station.

Motion by Barth, seconded by Kappel to approve the FFY 2022 JFA with the USGS Dakota Water Science Center for \$8,960, in support of the Bruce gage, and to authorize the Manager to execute the JFA. Motion carried unanimously.

City of Bryant - Kristie Sikkink, Finance Officer for the City of Bryant, presented a request for District cost-share assistance for the completion of an update to engineering facility plans covering the community's water and waste water systems. They have engaged Banner Associates out of Brookings to conduct the study, at a projected total cost of \$10,000. They are seeking up to fifty percent (50%) of the costs from the District, which would come to \$5,000.

Ms. Sikkink, along with Waylon Blasius, Banner Associates, answered question about the effort from the Board.

Motion by Hawley, seconded by Barth to provide District cost-share assistance to the City of Bryant to cover up to fifty percent (50%) of the local costs of the proposed facility plans updates, up to a maximum of \$5,000 as requested. Motion carried with Directors Barth, Duffy, Hawley, Kappel, Loseke and Moes, along with Chair Anderson, supporting, and Director Dick opposed.

North Brookings Sanitary & Water District - Dave Felton, President of the North Brookings Sanitary & Water District (NBSWD), presented a request for District cost-share assistance for the completion of a combined water and waste water facility plan. They have engaged Banner Associates out of Brookings to conduct the study, at a projected total cost of \$37,000. They are anticipate receiving \$18,000 in Small Community Planning grant assistance from the DANR, and are therefore seeking up to fifty percent (50%) of the remaining costs (\$19,000) from the District, which would come to \$9,500.

Mr. Felton, along with Dennis Rebelein, Banner Associates, answered question about the effort from the Board.

Motion by Hawley, seconded by Barth to provide District cost-share assistance to the NBSWD to cover up to fifty percent (50%) of the local costs of the development of the proposed facility plans, up to a maximum of \$9,500 as requested. Motion carried unanimously.

District Issues Updates

Rotating Basins Project - The Manager reviewed the history and current status of the DANR Rotating Basins water quality assessment effort. The state has been divided into five clusters of watersheds (RB #1 thru RB #5), with each cluster to be intensively sampled during the recreational-use season for two consecutive years. After that, sampling shifts to another cluster, and then to the next, etc.. Under this plan, each cluster would be heavily sampled for two years out of every ten, providing both a superior assessment of the condition of the sampled waters, as well as documenting changes in a meaningful way. In 2019, the District was contracted to conduct a pilot study of this concept in the initial cluster, composed of the Big Sioux River, Minnesota River and Red River basins (RB #1). Formal sampling of RB #1 began last year, with the effort scheduled to wrap up this fall. District staff are collecting river and stream samples from 42 locations twice each month, along with monthly samples from 31 lakes. Seven (7) additional lakes are sampled by partner entities. Project funding comes from DANR and East Dakota.

The next cluster of watersheds to be assessed, RB #2, has yet to be finalized. The Manager noted that the staff, support, and material resources necessary to successfully complete the effort are substantial, and not necessarily readily available in all areas. He has proposed to the DANR Watershed Protection Program staff that the Black Hills area (Belle Fourche and Upper Cheyenne basins) be the next watershed cluster to be assessed (RB #2). He noted that while there were a great number of details yet to be resolved, the (very) preliminary plan would likely involve District staff conducting the assessment work, in collaboration with a 'local' project sponsor. Recognizing that the entire study area is outside of the District, all RB #2 expenses incurred by the District would be reimbursed. The West Dakota Water Development District had indicated an interest in such an effort, both as a local sponsor and to help develop their own technical capacity.

It was the consensus of the Board that the Manager could continue to explore this potential effort, provided that District tax dollars were not committed to the effort, and any expenditures were fully reimbursed by outside sources.

Recognition of Service

Chairman Anderson noted that this would be the final Board meeting for Director Loseke. He and the other directors thanked Director Loseke for his service to the District and people of South Dakota, and wished him well in his future endeavors. Director Loseke thanked the Board for their comments, and indicated he would be following District efforts in the coming years, albeit from afar.

Adjournment

There being no further District business, Chairman Anderson declared the meeting adjourned at 12:30 p.m.

Spencer Hawley, Secretary