



East Dakota Water Development District
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MINUTES
August 17, 2023

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on August 17, 2023, at the District Office in Brookings, SD. Chairman Anderson called the meeting to order at 10:35 a.m. The following persons attended:

Directors Present

Mark Anderson
Jeff Barth
Ryan Donovan
Gary Duffy
Spencer Hawley
Bob Kappel
Troy Larson*
John Moes
Joedy Poppe*

Others Present

Jeremiah Bergstrom, South Dakota State University
David Chicoine, Lake Poinsett Association
Tom Dempster, Lake Poinsett Association
John McMaine, South Dakota State University

Staff Present

Jay Gilbertson

* - participated via video-conference.

Administrative Items

Approval of Agenda -

Motion by Barth, seconded by Moes to approve the Agenda as presented. Motion carried unanimously.

Minutes - The Board reviewed the Minutes of the July 20th, 2023, Board of Directors meeting.

Motion by Hawley, seconded by Barth to approve the Minutes as presented. Motion carried unanimously.

Financial Reports - The Board reviewed the July 2023 Financial Reports.

Motion by Moes, seconded by Barth to accept the July 2023 financial reports. Motion carried unanimously. Chairman Anderson asked that the report be placed in the District files.

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Report of Meetings and Conferences - The Manager briefly commented on the following meetings he had attended:

1. July 26th - SDSU Community Cap Assessment Symposium, SDSU, Brookings.
2. July 27th - Garretson City Dam tour, Garretson.
3. July 31st - SD Chapter of the American Institute of Professional Geologists field tour, Chamberlain.
4. August 2nd - Dairy Sustainability Tour, Boadwine Dairy/Crooks.
5. August 4th - SD Watershed Academy by SDSU Water Resources Institute, Oak Lake Field Station.
6. August 8th - Minnehaha Conservation District Board of Supervisors, via Zoom.
7. August 9th - Meet Ag United for SD Acting Executive Director, Sioux Falls.
8. August 9th - via teleconference. SD Board of Water & Natural Resources - Vermillion basin WDD expansion.
9. August 10th - Lewis & Clark RWS Beresford Water Tower Ribbon Cutting, Beresford.
10. August 11th - 2020 Fiscal audit review, Sioux Falls.
11. August 12th - SD Lakes & Streams Association Aquatic Invasive Species Forum, Pickerel Lake.

Upcoming Meetings

1. **August 19th** - Sioux Falls. 9th Annual Downtown RiverFest.
2. **August 22nd** - 4:00 p.m. - rural Florence. Open House, Moes Cattle Farm.
3. **August 23rd** - Rural Minnehaha County. Big Sioux River Project SRAM Field Day.
4. **September 7th** - Mitchell. South Dakota Association of Rural Water Systems Board of Directors.
5. **September 9th** - Custer. South Dakota Chapter of the American Institute of Professional Geologist field tour.
6. **September 11th - 3:00 p.m.** - Sioux Falls. Minnehaha Conservation District Board of Supervisors.
7. **September 14th - 9:00 a.m.** - Aberdeen. James River Water Development District Board of Directors.
8. **September 21st - 9:00 a.m.** - EDWDD Office, Brookings. September EDWDD Board of Directors meeting. Public hearing on 2024 District budget at 10:00 a.m..
9. **September 28th - 1:00 p.m.** - Pierre. South Dakota Board of Water and Natural Resources.

Payment Requests - The Manager presented one payment/reimbursement request that required Board action. He noted that the request was in order and consistent with the conditions established by the Board at the time of the award.

Grant Recipient/Activity	Requested Amount
SD Lakes & Streams Association - Economic Impact of AIS Study	\$ 15,000.00
	\$ 15,000.00

Motion by Duffy, seconded by Larson to authorize payment of \$15,000.00 to the South Dakota Lakes and Streams Association as requested. Motion carried unanimously.

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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, Donovan, Moes (Chair) and Poppe 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) 2024, the Committee has deferred making a recommendation on salary compensation for all District staff pending completion of the ongoing wage analysis.

Finance Committee Report - The Manager reviewed the DRAFT FY 2024 budget developed at the Finance Committee meeting held earlier in the morning. Directors Duffy (Chair), Hawley, Kappel and Larson, along with the Manager. The budget contains an increase of six percent (6.0 %) 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 potential staff salary adjustments as the result of the ongoing wage analysis study.

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 21st, 2023, Board meeting in Brookings.

Motion by Kappel, seconded by Larson to hold the public hearing on the District's FY 2024 budget on Thursday, September 21st, 2023, 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.

Director Area 4 Vacancy - Chairman Anderson reported that Director Larson has indicated that he would be resigning from his position, effective September 6th, 2023. Director Larson indicated that he had sold his residence, and with the completion of the transaction on that date he would no longer reside within director area 4. Chairman Anderson and the Board thanked Director Larson for his service, and wished him well in his future endeavors.

The Manager noted that under South Dakota Codified Law (SDCL) 46A-3B-9, the remaining directors are empowered to make a vacancy appointment to cover the balance Director Larson's term of office, which runs through December 31st, 2024.

The Manager requested authorization to initiate the process of filling the (pending) Director Area 4 vacancy. He proposed advertizing the vacancy in the appropriate newspapers for the area in mid-September, with a deadline of November 9th for nominating petitions to be filed at the District office. Board action to fill the vacancy could then take place at the November 16th meeting, which will be held in Sioux Falls.

Motion by Kappel, seconded by Duffy to acknowledge Director Larson's pending resignation, and to authorize publication of the Notice of Vacancy; to require that all applicants for the vacancy submit their petitions to the EDWDD office no later than 5:00 p.m. on November 9th, 2023; and to set the November 16th, 2023, Board meeting as the time

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to consider all valid petitions and to appoint a new Director for Area 4. Motion carried unanimously.

Project Assistance Requests

Lake Poinsett Management Plan - Tom Dempster and David Chicoine, representing the Lake Poinsett Management Plan (LPMP) Task Force, presented the Board with a request for technical and financial assistance. They noted that a variety of stakeholders around Lake Poinsett, including the Lake Poinsett Association (LPA), the Lake Poinsett Water Project District (LPWPD), and the Lake Poinsett Sanitary District (LPSD), have come together with the idea of developing a Lake Poinsett Management Plan, to, “.. identify and prioritize critical needs and solutions for Lake Poinsett with a focus on water quality, water quantity, fish and wildlife habitat, tourism, recreation, economic development, roads and land use.” Mr. Dempster noted that earlier in the year the Task Force had solicited Requests for Proposals (RFPs) from area consulting firms for the development of the LPMP, and had recent engaged Banner Associates of Brookings.

Mr. Dempster stated that they had two requests of the District. First, they requested District cost-share assistance in the amount of \$20,000 to be applied toward the development of the LPMP. The total projected cost of the effort was between \$100,000 and \$120,000, with the three local entities (LPA, LPWPD & LPSD) having agreed to cover the balance of the costs. Second, he requested that the District act as the formal point-of-contact with Banner Associates during development of the LPMP. As such, the District would sign the formal agreement with Banner Associates, and then the local entities would all agree to provide the necessary funds. The Manager noted that the District has, in the past, acted in a similar manner for other activities, with staff handling a limited amount of project management duties on behalf of the local stakeholders.

The Board discussed the requests. It was noted that while the requested technical assistance fell under the general role and function of the Manager, there were concerns about the amount of time this might actually entail. He regularly advises various entities on a range of matters, but this would be a somewhat more focused effort. It was noted that a document, a Memorandum of Agreement (MOA), had been prepared which defined all parties roles in the development of the LPMP.

Motion by Moes, seconded by Duffy to allocate District project assistance funds to cover twenty percent (20%) of the cost of developing the LPMP, up to a maximum of \$20,000. The consensus of the directors was that while supportive of the effort, they were reluctant to commit the District to a management agreement.

Substitute Motion by Kappel to allocate District project assistance funds to cover twenty percent (20%) of the cost of developing the LPMP, up to a maximum of \$20,000, and explicitly limit the Managers in-kind support to \$2,000. Substitute Motion died for lack of a second.

The Moes/Duffy Motion carried unanimously.

The Manager indicated that he would prepare a letter to LPA with the District’s commitment, and would execute an MOA with the other parties when appropriate.

Assessing Capacity for Community-based Water Resources Planning in South Dakota

The Manager noted that during the May 2021 Board of Directors meeting, District cost-share assistance was awarded to South Dakota State University in support of a project entitled, "Assessing Capacity for Community-based Watershed Planning in South Dakota." Dr. John McMaine (Agriculture & Biosystems Engineering) and Jeremiah Bergstrom (School of Design) presented a summary of the project.

They stated that the Landscape Architecture Program at South Dakota State University in collaboration with SDSU Extension and the Department of Sociology & Rural Studies conducted an assessment of watershed resources planning needs in eastern South Dakota communities. This assessment focused on communities with a population of less than 10,000 residents to determine their baseline capacity for managing watersheds and nonpoint source pollution in the human-built environment. The partners interviewed a select number of willing community leaders and other water resources professionals to identify and validate community values regarding water and water resources planning. The project team also convened a symposium on July 26, 2022, to discuss this research and gather additional input on water resources planning needs and opportunities. This assessment effort provides a preliminary overview of community water resources needs, nonpoint source pollution issues in the built environment, and a proposed outline for a water resources planning toolkit that could assist communities in furthering efforts to protect and preserve surface water quality.

Adjournment

There being no further District business, Chairman Anderson declared the meeting adjourned at 12:27 p.m.

Spencer Hawley, Secretary