



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

605-688-6741

605-688-6744 Fax

MINUTES
July 21, 2011

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on July 21, 2011, at the District Office in Brookings. Chairman Eggers called the meeting to order at 9:15 a.m. The following persons attended:

Directors Present

Curtis Eggers
Martin Jarrett
John Johnson
Kay Kassube
Roger Scheibe
John Weidler

Director(s) Absent

Lois Brown
Mary Ellen Connelly
Jerry Soholt

Others Present

Emily Haakinson, Lake County Environmental

Staff Present

Jay Gilbertson
Jeremy Hinke
Kristi Thielen

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Administrative Items

Approval of Agenda The Manager requested that two items be dropped under the District Project Updates (Educational Outreach Activities and Dakota Water Watch), and to have two items added under the same category - EDWDD Riparian Area Restoration & Protection Project and Upper Minnesota River Watershed Water Quality Assessment. Director Jarrett requested time to discuss a public outreach opportunity.

Motion by Scheibe, seconded by Johnson to approve the agenda as so amended. Motion carried unanimously.

Minutes - The Board reviewed the Minutes of the June 16th, 2011 meeting.

Motion by Johnson, seconded by Schiebe to approve the Minutes as presented. Motion carried unanimously.

Financial Reports - The Board reviewed the June 2011 Financial Report.

Motion by Schiebe, seconded by Johnson to accept the June 2011 Financial Report. Motion carried unanimously. Chairman Eggers then asked that the report be placed in the District files.

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Report of Meetings and Conferences - Director Kassube attended a meeting of the Turner-Lincoln-Clay Water Project District (TLC WPD) in Centerville on July 13th.

Chairman Eggers attended the Vermillion-Big Sioux Area Meeting of the South Dakota Association of Conservation Districts (SDACD) in Flandreau on June 20.

The Manager briefly commented on the following meetings he attended:

1. **June 16-18** - Thief River Falls, MN. Minnesota Association of Watershed District Summer Tour.
2. **June 20** - Flandreau. SDACD Vermillion-Big Sioux Area Meeting.
3. **June 23 & 24** - Brookings DDN Site. South Dakota Board of Water & Natural Resources.
3. **July 7** - Waubay. Day County water Management Meeting.
4. **July 12** - Huron DDN Site. SD Legislative Rules Committee hearing.
5. **July 13** - Huron. USDA Wetland Reserve Enhancement Program grant application development.
6. **July 13** - Centerville. TLC WPD meeting.
7. **July 14** - Brookings. SD Lakes and Streams Association.
8. **July 19** - Madison. Lake County Commission.

Upcoming Meetings -

1. **July 21 - 7:00 p.m.** - EDWDD Conference Room, Brookings. TLC WPD meeting.
2. **July 26 - 9:00 a.m.** - Sioux Valley Electric Building, Colman. Central Big Sioux River Watershed Project steering committee.
3. **July 27 - 8:30 a.m.** - Lewis & Clark RWS Office, Sioux Falls. South Dakota Association of Rural Water Systems (SDARWS) Managers Group Meeting.
4. **July 28 - 7:00 p.m.** - Madison. Lake County Clean Water Committee Meeting.
5. **August 18 - 9:00 a.m.** - EDWDD Office, Brookings EDWDD August Board of Directors meeting. Public hearing on 2011 District Budget at 10:00 a.m.

Payment Requests:

Big Sioux Community Water System - At the May 2011 meeting, the Board agreed to provide District cost-share assistance of up to \$25,000 as cost-share for the purchase of land that is part of the Egan well head protection area for the Big Sioux Community Water System (BSCWS). The funds would be allocated from the District's Wellhead Protection Area Assistance program (Program). District support was limited to no more than fifty percent (50%) of the purchase cost, with a cap of \$25,000, as per Program policy. BSCWS has completed the purchase of the land, and has submitted a payment request for \$25,000. The Manager indicated that the purchase price for the 33.5 acre parcel was in excess of \$50,000, therefore qualifying for the full amount of the support.

Motion by Johnson, seconded by Weidler to authorize payment of \$25,000 as requested. The Manager noted that this payment would complete the District's obligation under this agreement. Motion carried unanimously, with Director Jarrett abstaining.

Dakota Rural Action - In May 2010, the District agreed to provide \$5,000 in project assistance to Dakota Rural Action in support of the 2010 Farm Beginnings Program, with \$3,000 to be applied to general program support and \$2,000 to be used as scholarships for participating District residents. In July 2010, DRA requested and received the scholarship support. The Manager presented the Board with a request for the general program support funds (\$3,000).

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Motion by Jarrett, seconded by Kassube to authorize payment of \$3,000 to Dakota Rural Action as requested. The Manager indicated that this action would complete the District's commitment to this activity. Motion carried unanimously.

City of Sioux Falls - At the May 2010 meeting, the Board agreed to provide cost-share assistance to the City of Sioux Falls in support of an assessment of the feasibility of developing a regional waste water collection system to better utilize its existing treatment facility, and provide assistance to neighboring communities. The effort funded through City user fees, along with grant support from the State Board of Water and Natural Resources (\$75,000) and East Dakota (\$50,000). The initial cost estimate for the study was \$286,544, and is being conducted by engineering consultants HDR. The investigation is ongoing, but scheduled to be completed in September. The City has requested payment of the pledged District support to assist in covering expenses incurred to date (roughly \$242,000).

Motion by Jarrett, seconded by Kassube to authorize payment of \$50,000 to the City of Sioux Falls to cover the District's portion of the costs of the study as requested. The Manager indicated that this action would complete the District's commitment to this activity, and he would request that City staff present a summary of the investigation at the November Board meeting. Motion carried unanimously.

City of Sioux Falls - At the August 2009 meeting, the Board agreed to provide cost-share assistance to the City of Sioux Falls for the development of a Sustainable Landscaping Master Plan for its Household Hazardous Waste Facility located on North Cliff Avenue. The Board agreed to provide cost-share assistance of fifty percent (50%) of the projected costs of the development of the Sustainable Landscaping Master Plan, estimated at \$8,730, up to a maximum amount of \$4,365. The Manager indicated that the project has been completed, and the City has requested payment of the pledged District support. The final cost of the activity was \$9,230.

Motion by Weidler, seconded by Jarrett to authorize payment of \$4,365 to the City of Sioux Falls to cover the District's portion of the costs of the study as requested. The Manager indicated that this action would complete the District's commitment to this activity, and he would request that City staff present a summary of the investigation at the November Board meeting. Motion carried unanimously.

Personnel Committee Report - Director Jarrett, Chairman of the Personnel Committee, presented the results of the Committee's meeting held on July 7th. 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 Jarrett reported that the Manager's performance evaluation, a composite completed by all Board members, also indicated a high level of satisfaction with his efforts.

Motion by Jarrett, seconded by Weidler to go into executive session at 10:20 a.m. to discuss the Manager's evaluation further. Motion carried unanimously. **Motion** by Kassube, seconded by Schiebe to come out of executive session at 10:30 a.m. Motion carried unanimously.

For compensation for Fiscal Year 2012, the Committee recommended a three percent (3%) increase for the Manager, and the Committee supported a 2.5% increase for staff, as requested by the Manager. The Manager indicated that these salary recommendations were built into the draft Fiscal Year 2012 budget considered by the Finance Committee (below).

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Finance Committee Report - Committee Chairman Kassube and the Manager reviewed the draft FY 2012 budget developed at the Finance Committee meeting held on July 13th. They noted that there were substantial changes in the proposed budget, with most sections remaining at the same levels as 2011. The manager noted that no formal Board action on the proposed budget, beyond establishing the time and place for the public budget hearing in August.

Motion by Weidler, seconded by Kassube to hold the public hearing on the District's FY 2012 budget on August 18th 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.

Brookings Area TMDL Sampling Project

The Manager presented a proposal entitled the Brookings Area TMDL Sampling Project. It would involve water quality sampling by District staff in support of a South Dakota Department of Environment and Natural Resources (SDDENR) effort to assess the impact of the City of Brookings storm sewers on area water bodies. The end result of this investigation would be a report detailing specific impairments to the water quality of individual river segments and streams. One element of such reports is the calculation of a total maximum daily load (TMDL) of a particular contaminant, or contaminants, that may enter a water body without causing it to exceed applicable water quality standards. To obtain the necessary information for the water bodies impacted by the City of Brookings (Big Sioux River and Six Mile Creek), SDDENR has developed a 2-year water quality sampling program. 10 storm sewer out falls will be monitored, along with two sites on the Big Sioux River and two more on Six Mile Creek.

The District has been asked if we would be willing to undertake the water sampling and analysis part of the investigation. Grant funds of \$25,000 are available, and would cover all related costs, including staff travel and wages, along with analytical costs. The Manager indicated that he had reviewed the proposal, and had concluded that District staff could successfully complete the project. He requested Board authorization to enter into an agreement with SDDENR.

Motion by Johnson, seconded by Scheibe to authorize the Chairman to sign the necessary documents to enter into an agreement with SDDENR for the execution of the Brookings Area TMDL Sampling Project as presented. Motion carried unanimously.

Federal Fiscal Year 2011 USGS Gaging Station Agreement

The Manager reviewed the proposed joint funding agreement between the District and the United States Geological Survey (USGS) Minnesota Water Science Center for support of two stream gaging stations for Federal Fiscal Year (FFY) 2011 (October 2010 - September 2011). At the conclusion of FFY 2010, the local cost-share support for gages on the Whetstone River in Grant County (USGS 05291000) and the Yellow Bank River gage in Lac qui Parle County (USGS 05293000) was dropped by the Minnesota Department of Natural Resources. Both gages have long histories and are critical to the ongoing District-sponsored Upper Minnesota River Watershed Water Quality Assessment. Working with other local stakeholders, USGS has identified alternate sponsors for both gages. The District cost-share for the FY 2011 is \$4,922, and a joint funding agreement for this activity has been provided.

Motion by Jarrett, seconded by Weidler to approve a FFY 2011 joint funding agreement with the USGS Minnesota Water Science Center for \$4,922 in support of the gages on the Whetstone River near Big Stone City and the Yellow Bank River near Odessa. Motion carried unanimously.

East Dakota Riparian Area Restoration and Protection Project

The Manager presented the Board with a grant agreement with SDDENR for United State Environmental Protection Agency Section 319 funding East Dakota Riparian Area Restoration and Protection Project (Project). The grant application was submitted for funding last fall. It is an effort to continue the acquisition of riparian conservation easements along rivers, streams and lakes with recognized water quality impairments. The Manager noted that such easements had previously only been available in the area covered by the Central Big Sioux River Watershed Project (Segment 1). This project expands the effort to encompass the entire District. The bulk of the matching funds were funds set aside by the Board for this purpose in the 2010 District budget. The initial grant request was for \$397,250, to be matched by \$267,250 in District funds. SDDENR and the State Board of Water and Natural Resources recommended a grant of \$280,000. Reductions in the amount of Section 319 available to SDDENR ultimately reduced the grant award for the Project to \$238,320. The final grant, and affiliated Project work plan, provides approximately \$380,000 for the easements, with additional funds for staff support and public outreach.

Motion by Johnson, seconded by Scheibe to authorize the Chair to sign the Grant Agreement for the East Dakota Riparian Area Restoration and Protection Project as requested. Motion carried unanimously.

The Manager indicated that, due to limited amount of grant support available through the Section 319 Program, he was exploring alternate grant sources to support comparable riparian protection efforts within the District. A proposal is in development for funding under the United State Department of Agriculture Wetland Reserve Enhancement Program (WREP). Should the WREP proposal, or some comparable alternative, be funded, it is likely that some portion of the funds obligated to the East Dakota Riparian Area Restoration and Protection Project might need to be reallocated,. This would require an amendment to the agreement with SDDENR. SDDENR is aware of this possibility.

Project Assistance Requests

Clark Rural Water System - The Manager presented a request from Duane Stokes, Manager of the Clark Rural Water System (CRWS), for project assistance from the 2010 Well Head Protection Area Protection Program (Program). CRWS is requesting \$25,000 in Program assistance to be applied toward the purchase of roughly 135 acres of land within the established well head protection area for their Kampeska well field. The CRWS Board of Directors has authorized the purchase of the land, and a purchase agreement has been executed and is being finalized.

The Manager has examined the material provided by CRWS, and concluded that the request meets Program requirements. The total purchase price of the land exceeds that necessary for CRWS to qualify for the full amount of Program support, \$25,000.

Motion by Weidler, seconded by Jarrett to provide District cost-share assistance from the 2010 Well Head Protection Area Protection Program to cover fifty percent (50%) of the price of the proposed land purchase, up to a maximum of \$25,000, by CRWS as requested. The Manager noted that the actual payment would

not be made until after the purchase was finalized. Motion carried unanimously, with Director Johnson abstaining.

Big Sioux Community Water System - The Manager presented a request from Dave Bennett, Chief Water Plant Operator for the Big Sioux Community Water System (BSCWS), for project assistance from the 2010 Well Head Protection Area Protection Program (Program). BSCWS is requesting a total of \$1,100 in Program assistance to be applied toward soil testing alternate cropping practices. They have requested \$500 to be applied toward the cost of soil testing conducted to optimize nutrient applications to crop land within the well head protection area (WHPA) for their Egan well field. They are also requesting Program funds to match payments made to support the conversion from corn to grass and soybeans within the WHPA for their Chester well field. The agreement covers 30 acres at \$40 per acre. Their request is for ½ the cost (\$600). The Manager indicated he had examined the material provided by BSCWS, and that the request meets all Program requirements.

Motion by Kassube, seconded by Weidler to provide \$1,100 in District cost-share assistance from the 2010 Well Head Protection Area Protection Program to soil testing costs and alternate cropping practice incentive payments as requested, and to authorize payment of same. Motion carried unanimously, with Director Jarrett abstaining.

District Projects Updates

Upper Minnesota River Watershed Water Quality Assessment - The Manager requested Board authorization to amend the grant agreement with SDDENR regarding the Upper Minnesota River Watershed Water Quality Assessment. The amendment would remove the current language that specified certain state and federal funding sources each provide specific levels of funds, and instead simply pledges a cumulative amount of grant support for all sources. The amendment makes no change in the overall amount of grant support, nor does it alter work plan elements or the project time line.

Motion by Kassube, seconded by Scheibe to authorize the Chair to sign the First Amendment to the Grant Agreement for the Upper Minnesota River Watershed Water Quality Assessment as requested. Motion carried unanimously.

Public Outreach - Director Jarrett described a potential public education and outreach opportunity for the District. The South Dakota Association of Rural Water Systems, in conjunction with 13 of its regional member systems, distributes a quarterly publication entitled, "Quality On Tap." The publication contains 14 pages of relevant material, along with front and back covers. Each participating system has the opportunity to have 4-6 pages of system-specific material included in their "version" of the publication, with the balance of the material, including the front and back covers, being common to all. Quality On Tap (QOT) currently has a distribution of about 20,000 copies per quarter.

At present, the back cover of QOT contains some limited system-specific information, a seasonally appropriate photograph, and a safety reminder to "Always Call Before You Dig." The QOT Editorial Board, of which Director Jarrett is a member, has proposed to have the District, and possibly other water development districts, use this space to provide information to its readership on water resource issues of importance. The District would be responsible for the cost of printing, which is estimated at \$1,250 per quarter, or \$5,000 per year.

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It was the consensus of the Board to pursue the opportunity, and requested that the Manager gather additional information on the effort and to prepare an implementation plan for formal Board action at the August meeting. The Manager indicated that he would move forward on the assumption that the District would be responsible for the content of the page (back cover) each quarter, but would explore options for getting all of the water development districts involved.

Adjournment

There being no additional District business, Chairman Eggers declared the meeting adjourned at 12:10 p.m.

Roger Schiebe, Secretary

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