



East Dakota Water Development District

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MINUTES
June 16, 2005

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on June 16, 2005 at the EDWDD office in Brookings. Chairman Dempsey called the meeting to order at 9:05 a.m. The following persons attended:

Directors Present

Dave Bennett
Lois Brown
Bill Dempsey
Curt Eggers
Doug Feten
Vincent Flemming
Royce Hueners
Kay Kassube
John Weidler

Staff Present

Becky Banks
Jay Gilbertson
Pat Hammond
Deb Springman

Others Present

Scott Buss, Minnehaha Community Water Corporation
Pat Carey, Banner Associates
Shirley Flemming, Florence
Debra Gaikowski, South East Council of Governments
Dian Hoven, City of Colton
Bob Kolbe, Minnehaha County Commission
LeRoy Koopman, City of Colton
Bruce Kunze, Professional Soil Scientists of South Dakota
Vickie Kujawa, Flandreau Santee Sioux Tribe
Jim Millar, USDA - Natural Resources Conservation Service
Tamera Miyasato, Flandreau Santee Sioux Tribe
Amiel Redfish, City of Arlington

Administrative Items

Approval of Agenda - The Manager informed the Board that the review of the District's 2004 fiscal audit would be postponed until the July meeting, and he had removed this item from the agenda.

Motion by Weidler, seconded by Brown to approve the agenda as amended. Motion carried unanimously.

Minutes - The Board reviewed the Minutes of the April 21, 2005 meeting. It was noted that the date on the first page of the Minutes was incorrect. **Motion** by Hueners, seconded by Bennett to approve the Minutes as corrected. Motion carried unanimously.

Financial Reports - The Board reviewed the April 2005 and May 2005 financial statements (attached). **Motion** by Hueners, seconded by Kassube to approve the April 2005 and May 2005 financial statements. Motion carried unanimously. Chairman Dempsey directed that the approved financial statements be placed in the District files.

Report of Meetings and Conferences - Directors Brown, Dempsey, Eggers and Flemming attended the Annual Meeting of the Lewis and Clark Rural Water System in Sioux Falls on May 26th.

Director Flemming attended the Lake Pelican Water Project District meeting in Watertown on June

15th.

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

1. **April 28** - Worthing. Sierra Club of South Dakota forum on large animal feeding operations.
2. **May 5** - Marshall, MN. AREA II/Minnesota River Basins Project Board meeting.
3. **May 10** - Huron. James River Water Festival.
4. **May 12** - Brookings. Big Sioux Water Festival
5. **May 13** - Sioux Falls. Joint City/EDWDD/DENR discussion of Big Sioux River TMDLs.
6. **May 15-18** - Co-leader, University of Wisconsin-River Falls regional geologic field trip to Kentucky, Alabama, Florida and Georgia.
7. **June 3** - Marshall, MN. AREA II/Minnesota River Basins Project Board meeting.
8. **June 7** - Hayti. Hamlin County Zoning Board. DAVISCO hearing.
9. **June 9** - Brookings. South Dakota Lakes and Streams Association Board meeting.
10. **June 15** - Brookings & Deuel Counties. Field visits to Upper Deer Creek Dam, Lake Cochrane, Lazarus Creek Dam and Clear Lake.

Upcoming Meetings -

1. **June 23 - 7:00 p.m.** - City Hall, Watertown. Upper Big Sioux River Watershed Advisory Board.
2. **June 23 & 24 - 1:00 p.m.** - Matthew Training Center, Pierre. Board of Water and Natural Resources.
3. **June 23 - 1:00 p.m.** - Pierre Chamber of Commerce Building, Pierre. Non-meandered Lakes Working Group.
4. **July 6 & 7** - Matthew Training Center, Pierre. Water Management Board.
5. **July 7 - 1:00 p.m.** - Canby, MN. Dedication of the Lazarus Creek Floodwater Control Project.
6. **July 13 - 8:00 a.m.** - Matthews Training Center, Pierre. South Dakota Conservation Commission.
7. **July 13 - 1:00 p.m.** - EDWDD Office, Brookings. South Dakota Lakes & Streams Association Board meeting.
8. **July 21 - 10:00 a.m.** - EDWDD Office, Brookings. July EDWDD Board of Directors meeting.

Standing Committee Meetings - The Board selected the following meeting times and dates:

Personnel Committee - 12 noon, June 16 at the EDWDD office: and

Finance Committee - 8:30 a.m., July 21 at the EDWDD office.

The Manager noted that with the Finance Committee meeting at 8:30 a.m. on July 21st, the starting time for the regular Board of Directors meeting scheduled for that date would be 10:00 a.m., rather than 9:00 a.m.

Equipment Purchase - The Manager requested Board authorization to purchase a new portable (laptop) computer. The District's present laptop, while functioning, no longer supports many of the programs currently in use. He obtained two bids, one from a local (Brookings) computer company and the other Gateway, which holds the state contract. The bids cover similar computers, plus a carrying case. Staff have concluded that either unit would meet District needs. Additional software will be needed.

Motion by Eggers, seconded by Brown to authorize purchase of a new laptop computer from Gateway at state contract prices (estimated at \$1,500) and necessary software. Motion carried unanimously.

New NRCS Soil Survey of Codington County

Jim Millar, soil scientist with the United States Department of Agriculture Natural Resources Conservation Service (NRCS), presented an overview of the recently completed update of the soil survey of Codington County. The District provided \$20,000 in cost-share assistance for this effort.

In October of 1998, NRCS initiated an update and revision of the soil survey for Codington County. Field work continued through the fall of 2003. On average, 20-25 soils borings/samples were taken in each quarter of land across the county. Mapping of soil units (identified in the sampling) was done on areal photographs. A unique feature of this investigation was that the mapping was completed on photographs with a scale of 1:12,000. Typically, mapping takes place on photographs with a scale of 1:24,000, which limits mapping to units 5.7 acres or larger. With the 1:12,000 scale photographs, NRCS was able to map units as small as 1.4 in extent. Consequently, the level of detail in the new Codington County maps is exceptional, and end users will derive greater benefit from this resource.

Final publication of the report is still months away, but NRCS is making the preliminary results available to the public on compact disk (CD). The CDs contain two sets of areal photographs, over which location information and soil groupings can be superimposed. The CD also contains the software necessary to access the data. A public presentation of the results of the study, and distribution of the CDs, was held in Watertown in March.

South Dakota's State Soil Exhibit

Bruce Kunze, speaking on behalf of the Professional Soil Scientists of South Dakota (PSSSD), gave a short presentation on the Houdek Soil. In 1990, the South Dakota Legislature designated the Houdeck Soil, found in the east-central part of the South Dakota, the State Soil. It was chosen because it, and several closely related soils, cover over 2,000,000 acres across the state.

The Smithsonian Institution is organizing a long-term exhibit on the importance of soil, and they are including State Soils from across the country. So that South Dakota can be included in this display, PSSSD is seeking to raise \$10,000 to cover costs associated with the state's part of the exhibit. They have raised about \$3,000 so far, and Mr. Kunze asked if the Board would consider contributing to the effort. Due to the short notice of the request, it was the consensus of the Board to defer action on this request until the July meeting.

RateMaker Project Assistance Requests

The Manager presented the Board with three project assistance requests from communities in Minnehaha County (Crooks, Dell Rapids and Humboldt). Each community is interested in having the South East Council of Governments (SECOG) complete an evaluation of its municipal utility rates, and they are seeking District cost-share assistance in this effort.

Debra Gaikowski, SECOG, explained how community water and/or wastewater rates are analyzed by

the RateMaker software. The evaluation provides guidance as to whether or not the rates are adequate to meet current system needs (including both operational and long-term maintenance costs), as well as future growth. The cost for each analysis is \$2,000. Ms. Gaikowski noted that the South Dakota Department of Environment and Natural Resources (DENR) has agreed to provide a grant for this activity from its Small Community Planning Grants Program (SCPGP) to eligible communities. Communities with fewer than 2,500 residents may request up to 80% of project costs (or \$1,600).

The City of Crooks is seeking to have both its water and wastewater rates assessed, at a total cost of \$4,000. SCPGP assistance would cover \$3,200, leaving the local cost at \$800. They have requested District cost-share assistance for half of this share, or \$400. The Town of Humboldt is undertaking a similar effort, and is seeking the same level of support (\$400) from the District for analysis of its water and wastewater rates. Dell Rapids is interested in having its wastewater rates analyzed, at a cost of \$2,000. With a population of over 2,500, it is not eligible for SCPGP assistance, so they are requesting \$1,000 in District cost-share assistance, which again represents half of the "local" cost. Ms. Gaikowski noted that water rates in Dell Rapids were previously analyzed as part of a pilot project using the RateMaker software.

The District and State have historically supported this type of pre-emptive and preventative approach. **Motion** by Hueners, seconded by Brown to provide District cost-share assistance to these communities at the following levels: Crooks - 50% of the local costs, up to a maximum of \$400 for RateMaker assessment of its water and wastewater utility rates; Humboldt - 50% of the local costs, up to a maximum of \$400 for RateMaker assessment of its water and wastewater utility rates; and Dell Rapids - 50% of the local costs, up to a maximum of \$1,000 for RateMaker assessment of its water utility rates. Motion carried unanimously.

State Water Plan and Consolidated Water Facilities Construction Program Applications

The Manager reported that two requests for funding from the Consolidated Water Facilities Construction Program (CWFCP) and three requests for placement on the State Water Plan (SWP) were submitted to the DENR by projects within EDWDD. The BWRNR has requested that the District provide a recommendation on CWFCP funding and SWP placement requests.

The two CWFCP applications from within EDWDD are seeking a total of \$200,000 in funding during the June funding round. Statewide, there are eight projects requesting a total of \$1,762,853 in grants and loans. There are 12 applications for placement on the SWP statewide.

Presentations were made to the Board by representatives from the various projects. Projects were discussed and reviewed in the order listed below. During the discussion of each project, all sponsors, participants and supporters in attendance were given the opportunity to talk to the Board.

The Board made the following recommendations to the BWRNR on the CWFCP and SWP applications:

City of Arlington: Storm Sewer Project - **Motion** by Brown, seconded by Kassube to recommend placement of the project on the SWP. Motion carried unanimously.

City of Colton: Wastewater Treatment Facility Improvements Project - **Motion** by Flemming, seconded by Hueners to recommend CWFCP funding and to place a HIGH priority on this project. Motion carried unanimously.

City of Crooks: Water Distribution System Improvements Project - **Motion** by Kassube, seconded by Eggers to recommend CWFCP funding and to place a HIGH priority on this project. Motion carried unanimously.

City of Crooks: Sanitary Sewer Improvements Project - **Motion** by Bennett, seconded by Weidler recommend placement of the project on the SWP. Motion carried unanimously.

Town of Toronto: Wastewater Improvements Project - **Motion** by Feten, seconded by Bennett recommend placement of the project on the SWP. Motion carried unanimously. The Manager indicated that all recommendations will be forwarded to BWNR. BWNR will act on these requests at the June 23 & 24 meeting in Pierre.

Project Updates

Big Sioux River Watershed Assessment Projects - Deb Springman, Watershed Project Coordinator, reviewed recent activities with the Central Big Sioux River Watershed Assessment (CBSRWA), North-Central Big Sioux River/East Oakwood Lake Watershed Assessment (NCBSR/EOLWA) and School Lake Watershed Assessment (SLWA) projects. Work on the CBSRWA has been suspended pending clarification from DENR on how selected total maximum daily load (TMDL) reports will be completed for the Big Sioux River around Sioux Falls. Work continues on the draft final report for the NCBSR/EOLWA. Ms. Springman will be going to Pierre to complete training to use the AnnAGNPS land-use analysis software in late June. The draft final report for the SLWA is also nearly completed, although it too needs to have the AnnAGNPS modeling completed.

At some point during the current field season, District staff will be spending several days training the staff of the Vermillion Basin Water Development District on fish sampling in the Vermillion River watershed. Examination of the fish communities at water quality monitoring sites is a part of the ongoing assessment of the Vermillion River watershed.

Central Big Sioux River Watershed Implementation Project - The Manager said that DENR is in the process of reviewing and revising the project implementation plan (PIP) for the Central Big Sioux River Watershed Project. Once this was completed, he expected that a contract would be sent to the District. He anticipated that this would take place prior to the July 21st, 2005, Board meeting.

Sioux Falls Regional Aquifer Assessment - Pat Hammond, Deputy Manager, reviewed her efforts at evaluating the suitability of regional aquifers, such as the Dakota Formation, to address the needs of smaller communities and residential developments. The evaluation is being conducted in an effort to reduce the potential demand on the City of Sioux Falls water supplies. She is also working with the South Dakota Geological Survey (SDGS) to update that maps used by the City to delineate it's groundwater protection areas. The revised map would reflect updated SDGS mapping in the area, and would match recently published aquifer maps in Minnehaha County.

Adjournment

There being no further District business, Chairman Dempsey declared the meeting adjourned at 12 noon.

Doug Feten, Secretary

Draft Material
Not Approved
By
Water District
Board

Draft Material
Not Approved
By
Water District
Board

11:45 AM
 06/27/05
 Accrual Basis

**East Dakota Water Development District
 Custom Summary Report
 April 2005**

	<u>Apr 05</u>
Ordinary Income/Expense	
Income	
4100 · Tax Rev	
4140 · Current Tax Revenue	16,787.70
4150 · Prior Tax Revenue	316.08
4160 · Miscell. Tax Revenue	418.96
Total 4100 · Tax Rev	<u>17,522.74</u>
7010 · Interest Income	834.03
Total Income	<u>18,356.77</u>
Gross Profit	18,356.77
Expense	
5000 · Central BSR Watershed Project	
5020 · Travel CBSRWP	157.07
Total 5000 · Central BSR Watershed Project	<u>157.07</u>
6050 · Vehicle Expense	
6052 · Lease Expense	292.91
6053 · Fuel/Lubricants	25.95
Total 6050 · Vehicle Expense	<u>318.86</u>
6070 · BOD Travel & Ent	
6072 · BOD Travel	332.65
Total 6070 · BOD Travel & Ent	<u>332.65</u>
6080 · Capital Outlay Items	
6084 · Other Capital Outlay	80.43
Total 6080 · Capital Outlay Items	<u>80.43</u>
6150 · Computer Software	648.48
6530 · Miscellaneous	46.88
6540 · Maintenance	
6541 · Office Maintenance	275.00
Total 6540 · Maintenance	<u>275.00</u>
6550 · Office Supplies	80.84
6560 · Payroll Expenses	
6163 · Payroll Taxes	1,168.86
6561 · Retirement	132.73
6562 · Health Insurance	1,643.96
6564 · Retirement Admin Co. 2	187.42
6560 · Payroll Expenses - Other	5,821.87
Total 6560 · Payroll Expenses	<u>8,954.84</u>
6565 · Payroll Expenses for Board	600.00
6566 · Payroll Expenses Technical	
6570 · Retirement Technical Asst. - Co	344.02
6571 · Technical Asst. Employ. 2 Co.	187.42
6566 · Payroll Expenses Technical - Other	8,857.60
Total 6566 · Payroll Expenses Technical	<u>9,389.04</u>
6620 · Printing and Reproduction	149.62
6640 · Professional Fees	
6645 · Temporary Service	42.56
6650 · Accounting	925.00
6680 · Public Outreach	1,000.00
Total 6640 · Professional Fees	<u>1,967.56</u>
6690 · Rent	
6691 · Office Rent	1,500.00
6692 · Postage Meter	34.92
Total 6690 · Rent	<u>1,534.92</u>

11:45 AM
 06/27/05
 Accrual Basis

**East Dakota Water Development District
 Custom Summary Report
 April 2005**

	<u>Apr 05</u>
6880 · Telephone	
6881 · Cell Phone	72.68
6882 · Office Phone	289.69
Total 6880 · Telephone	<u>362.37</u>
6900 · Travel & Ent	438.85
6940 · Utilities	
6970 · Trash Removal	62.92
Total 6940 · Utilities	<u>62.92</u>
Total Expense	<u>25,400.33</u>
Net Ordinary Income	-7,043.56
Other Income/Expense	
Other Expense	
8050 · Project Expenditures	
8053 · Educaton Small Grants Prog 03	336.34
8059 · SDACD - WPAP 04	31,245.00
Total 8050 · Project Expenditures	<u>31,581.34</u>
Total Other Expense	<u>31,581.34</u>
Net Other Income	-31,581.34
Net Income	<u><u>-38,624.90</u></u>

11:10 AM
 06/27/05
 Accrual Basis

**East Dakota Water Development District
 Custom Summary Report
 May 2005**

	<u>May 05</u>
Ordinary Income/Expense	
Income	
4050 · Grants	
4083 · School/Bullhead Lake AP	3,359.26
Total 4050 · Grants	<u>3,359.26</u>
4100 · Tax Rev	
4140 · Current Tax Revenue	90,525.01
4150 · Prior Tax Revenue	399.67
4160 · Miscell. Tax Revenue	124.53
Total 4100 · Tax Rev	<u>91,049.21</u>
4300 · Revenue - Other	-12.50
7010 · Interest Income	810.57
Total Income	<u>95,206.54</u>
Gross Profit	95,206.54
Expense	
5400 · Rocky Mnt. WVMP	
5420 · Professional Fees/Assistance RM	9,900.00
Total 5400 · Rocky Mnt. WVMP	<u>9,900.00</u>
6050 · Vehicle Expense	
6052 · Lease Expense	292.91
6054 · Maintenance/Cleaning	11.49
Total 6050 · Vehicle Expense	<u>304.40</u>
6080 · Capital Outlay Items	
6085 · Computer Equipment	179.98
Total 6080 · Capital Outlay Items	<u>179.98</u>
6530 · Miscellaneous	65.39
6540 · Maintenance	
6541 · Office Maintenance	275.00
6542 · Equipment Maintenance	34.92
Total 6540 · Maintenance	<u>309.92</u>
6550 · Office Supplies	577.29
6560 · Payroll Expenses	
6163 · Payroll Taxes	1,269.99
6561 · Retirement	176.69
6562 · Health Insurance	1,643.96
6564 · Retirement Admin Co. 2	187.42
6560 · Payroll Expenses - Other	7,364.64
Total 6560 · Payroll Expenses	<u>10,642.70</u>
6565 · Payroll Expenses for Board	0.00
6566 · Payroll Expenses Technical	
6570 · Retirement Technical Asst. - Co	366.75
6571 · Technical Asst. Employ. 2 Co.	187.42
6566 · Payroll Expenses Technical - Other	9,236.52
Total 6566 · Payroll Expenses Technical	<u>9,790.69</u>
6640 · Professional Fees	
6645 · Temporary Service	183.54
Total 6640 · Professional Fees	<u>183.54</u>
6690 · Rent	
6691 · Office Rent	1,500.00
Total 6690 · Rent	<u>1,500.00</u>

11:10 AM
 06/27/05
 Accrual Basis

**East Dakota Water Development District
 Custom Summary Report
 May 2005**

	<u>May 05</u>
6880 · Telephone	
6881 · Cell Phone	200.20
6882 · Office Phone	294.73
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Total 6880 · Telephone	494.93
6900 · Travel & Ent	187.35
6940 · Utilities	
6970 · Trash Removal	62.92
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Total 6940 · Utilities	62.92
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Total Expense	34,199.11
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Net Ordinary Income	61,007.43
Other Income/Expense	
Other Expense	
8700 · Uncommitted Project Funds	
8702 · Sioux Empire Water Fest 05	5,000.00
8716 · Big Sioux Water Festival 05	5,000.00
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Total 8700 · Uncommitted Project Funds	10,000.00
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Total Other Expense	10,000.00
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Net Other Income	-10,000.00
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Net Income	<u>51,007.43</u>

Draft Material
Not Approved
By
Water District
Board