



East Dakota Water Development District

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**MINUTES**  
**July 26, 2007**

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on July 26, 2007 at the District Office in Brookings. Chairman Dempsey called the meeting to order at 10:50 a.m. The following persons attended:

**Directors Present**

Lois Brown  
Bill Dempsey  
Curtis Eggers  
Doug Feten  
Vincent Flemming  
Martin Jarrett  
Kay Kassube  
John Weidler

**Directors Absent**

Robert Todd

**Others Present**

Dave Bennett, Big Sioux Community Water System

**Staff Present**

Lisa Bretsch  
Jeanne Fromm  
Jay Gilbertson  
Angela Guidry  
Deb Springman

**Administrative Items**

Approval of Agenda - The Manager asked to have a project assistance request from Big Sioux Community Water System added to the agenda.

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

Minutes - The Board reviewed the Minutes of the June 21, 2007 meeting.

**Motion** by Eggers, seconded by Flemming to approve the Minutes as presented. Motion carried unanimously.

Financial Reports - The Board reviewed the June 2007 Financial Report.

**Motion** by Flemming, seconded by Weidler to accept the June 2007 Financial Report. Motion carried unanimously. Chairman Dempsey then asked that the report be placed in the District files. The Board also reviewed the second quarter financial summary.

Report of Meetings and Conferences - Director Flemming attended the July 18<sup>th</sup> meeting of the Lake Pelican Water Project District and the July 19<sup>th</sup> meeting of the Upper Big Sioux River Advisory Board. Both meetings were held in Watertown.

Director Jarrett attended the June 28<sup>th</sup> meeting of the Interlakes Water Quality Committee in Madison. He noted that Director Todd was also in attendance.

Director Weidler attended an informational meeting on the proposed Keystone crude oil pipeline in Alexandria on June 25<sup>th</sup>. The event was hosted by the South Dakota Public Utilities Commission.

The Manager briefly commented on the following meetings he attended:

1. **June 28** - Sioux Falls. Lewis and Clark Rural Water System Board of Directors.
2. **June 30** - Wilmot. Citizens for Big Stone Lake Annual Meeting.
3. **July 3** - DeSmet. Groundwater for Public Officials presentation to Kingsbury County Commission.
4. **July 3** - Flandreau. Groundwater for Public Officials presentation to Moody County Commission.
5. **July 5** - Watertown. Circuit court hearing on Grant County Board of Adjustment denial of CAFO permit for Teton Gilts LLC.
6. **July 6** - Brookings (teleconference). Regional Water System Research Center Advisory Committee.
7. **July 11** - Milbank. SD Water Management Board hearing on Big Stone II power generating plant groundwater water rights request.
8. **July 11** - Milbank. Groundwater for Public Officials presentation to Grant County Planning and Zoning Commission.
9. **July 12** - Yankton. James River Water Development District Board of Directors.
10. **July 12** - Brookings. South Dakota Lakes & Streams Association Board of Directors.
11. **July 16** - Watertown. Groundwater for Public Officials presentation to Codington County Planning and Zoning Commission.
12. **July 18** - Sioux Falls. South Dakota Association of Rural Water Systems Managers Organization.
13. **July 19** - Lake Poinsett. Lake Poinsett Water Project District Board of Directors.
14. **July 23** - Sioux Falls. Groundwater for Public Officials presentation to Minnehaha Planning and Zoning Commission.
15. **July 25** - Watertown. USDA-Natural Resource Conservation Service (NRCS) Rapid Watershed Assessment Project information meeting.

Upcoming Meetings -

1. **July 31 - 9:00 a.m.** - Moody County. CBSRWP Riparian Buffer and Conservation Tour.
2. **July 31 - 10:00 a.m.** - Huron. NRCS Nutrient Management Standard 590 - manure application on frozen ground.
3. **August 2 - 7:00 p.m.** - City Library, Madison. Interlakes Water Quality Committee.
4. **August 6-10** - Fargo, North Dakota. Geomorphic Analysis of Fluvial Systems Workshop.
5. **August 7 - 8:00 p.m.** - Brookings. Groundwater for Public Officials presentation to Brookings County Planning and Zoning Board.
6. **August 9 - 1:00 p.m.** - EDWDD Office, Brookings. South Dakota Lakes & Streams Association Board of Directors meeting.
7. **August 20- 9:00 a.m.** - EDWDD Office, Brookings. August EDWDD Board of Directors meeting. Public hearing on the 2008 Budget District operational budget at 10:00 a.m.

Travel Authorization - The Manager requested Board authorization for Angela Guidry and Deb Springman to attend a training course in Geomorphic Analysis of Fluvial Systems. The class will be held in Fargo, North Dakota, on August 6-10. The training provides a basic understanding of fluvial (river and stream) systems,

and the background to undertake stream bank assessments. Costs would include travel (by District vehicle), lodging, meals and a \$60 registration fee.

**Motion** by Eggers, seconded by Jarrett to authorize the necessary out-of-state travel and expenses for Angela Guidry and Deb Springman. Motion carried unanimously.

Personnel Committee Report - Director Jarrett, Chair of the District Personnel Committee, presented the results of the Committee's meeting held earlier in the day at the District office. 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. For compensation for Fiscal Year 2008, the Committee recommended a four percent (4%) increase of the base salary for all staff.

Finance Committee Report - Director Weidler, Chair of the Finance Committee, indicated that it was the recommendation of the Finance Committee that the District mileage reimbursement rate be raised. The current rate is \$0.41 per mile, and has been in effect for several years. He noted that substantial increases in fuel costs over the past several years are not reflected in this rate.

**Motion** by Brown, seconded by Kassube to raise the District mileage reimbursement rate from \$0.41 to \$0.48 per mile, with the increase to take effect on August 1, 2007. Motion carried unanimously.

Director Weidler and the Manager then reviewed the draft FY 2008 District budget developed at the Finance Committee meeting held earlier in the day. The draft budget included the salary recommendations presented by the Personnel Committee, along with the increased mileage reimbursement rates.

**Motion** by Weidler, seconded by Feten to authorize publication of the draft budget and to hold the public hearing on the District's FY 2008 budget on August 20 at 10:00 a.m. at the District office in Brookings. The Manager indicated that the draft budget will be published in all District newspapers in advance of the public hearing. Motion carried unanimously.

### **Project Assistance Requests**

Grant County - The Manager presented the Board with a letter from the Grant County Commission for District cost-share assistance. Grant County has an opportunity to upgrade its existing (1970s vintage) flood insurance rate maps. Maps for the portion of the county that lies within the boundary of the former Sisseton-Wahpeton Reservation were not developed. The area, encompassing about 75 square miles, includes the headwaters of the Big Sioux River. The County proposes to have an engineering firm develop flood plain maps of just this area, with an emphasis on main channel of the Big Sioux and Indian Rivers. The cost of the project is \$21,000. At the time of the request (July 9<sup>th</sup>), the County had a commitment of \$6,000 from the South Dakota Office of Emergency Management (OEM). Grant County Auditor Karen Layher has indicated that OEM has committed an additional \$7,500 toward the effort (\$13,500 total).

The Manager noted that the County's request does not contain a specific dollar amount; it simply asks for help in paying for the activity. However, the District has historically provided up to 50% of the local costs for these types of efforts. In this case, external (non-local) funding is covering all but \$7,500 of the projected cost.

**Motion** by Feten, seconded by Weidler to provide EDWDD cost-share assistance to Grant County in the amount of fifty percent of the local project costs, not to exceed a total of \$3,750, provided that District funds are matched on a one-to-one basis by the County, or some comparable local funding source. Motion carried unanimously.

Big Sioux Community Water System - Dave Bennett, Treatment Plant Operator for the Big Sioux Community Water System (BSCWS), presented a cost-share assistance request to the Board. BSCWS has engaged Banner Engineering of Brookings to conduct a preliminary engineering study of its water supply and treatment needs, and operations for its western service area. He noted that with continued growth of residential developments in the area around the lakes in eastern Lake County, BSCWS would soon reach a point where demand chronically exceeds supply capacity. The study will evaluate various options for meeting current and projected needs. Total project cost is estimated at \$16,800.

**Motion** by Eggers, seconded by Brown to provide EDWDD cost-share assistance to BSCWS in the amount of forty percent of the project costs, not to exceed a total of \$6,720. Motion carried unanimously, with Director Jarrett abstaining. (Note: Director Jarrett left the Board room during discussion and action on this request.)

### **Project Updates**

Watershed Assessment Projects - Deb Springman reviewed the status of the District's watershed assessment projects. She has received notice that 23 Total Maximum Daily Load (TMDL) reports for impaired water bodies within the North-Central Big Sioux River and Central Big Sioux River Watershed Assessment areas will be put out for public notice within a week. DENR expects to have all of the reports available for review on their web site by August 1. Field work continues for the Lake Campbell Reassessment. Water quality sampling is underway, and work on the land-use inventory is starting. She is also working with representatives of the City of Sioux Falls and other stakeholders to develop a work plan for completion of TMDL studies and reports for the Big Sioux River in and around Sioux Falls.

Central Big Sioux River Watershed Implementation Project - Angela Guidry summarized recent activities. There will be a tour of several riparian area buffers and other conservation practices on July 31 in Moody County. The tour is being held in conjunction with Moody County Conservation District, Moody County Extension Service and the SD Department of Agriculture. She continues to work with several nutrient management systems in the northern part of the project area. Several projects are scheduled to go to bid in the next few weeks, and one will begin construction. Two riparian easements were likely to be finalized in the coming weeks. Finally, she noted that the training she and Deb Springman would receive at the upcoming Geomorphic Analysis workshop would aid in assessing the impact of project activities.

Volunteer Water Quality Monitoring - Jeanne Fromm reviewed the status of the District's volunteer water quality monitoring efforts. She noted that she continues to work with the small number of lake monitors across the state, providing technical and logistical support as needed. A meeting of volunteers from lakes in central part of the state will be organized for later in the fall. Sampling and analysis for the Bacteria Testing Project continues, both on area lakes and the Big Sioux River and tributaries. Results from June and July show lower levels in the lakes, with most falling below any potential threshold of concern. By contrast, samples taken from area streams following rainfall events generally contained quite high levels of bacteria. In several instances, the bacteria were too numerous to count with any certainty. However, she noted that as the project was testing for *E. Coli* bacteria, rather than fecal coliform bacteria, and that the methods are non-standard, the study results can not be cited as actual violations of state standards.

Groundwater for Public Officials - The Manager indicated that he and Pat Hammond had made the initial Groundwater for Public Officials presentations to representatives in five counties (Kingsbury, Moody, Grant, Codington and Minnehaha), with the last presentation scheduled for August 7<sup>th</sup> in Brookings. The material has been generally well received, and has initiated additional discussion following the presentations. County-specific presentations, focusing on the available aquifer information sources, will be developed for presentation later in the year.

### **Adjournment**

There being no additional District business, Chairman Dempsey declared the meeting adjourned at 12:45 p.m.

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Doug Feten, Secretary

## East Dakota Water Development District Custom Summary Report June 2007

	Jun 07
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4100 · Tax Rev</b>	
4140 · Current Tax Revenue	91,239.00
4150 · Prior Tax Revenue	655.74
4160 · Miscell. Tax Revenue	104.91
<b>Total 4100 · Tax Rev</b>	91,999.65
<b>4400 · CBSRWIP Services</b>	
4410 · CBSRWIP Phase I Fees & Assessme	867.32
<b>Total 4400 · CBSRWIP Services</b>	867.32
7010 · Interest Income	2,265.60
<b>Total Income</b>	95,132.57
<b>Gross Profit</b>	95,132.57
<b>Expense</b>	
<b>5000 · Dakota Water Watch</b>	
5050 · Bacteria Monitoring Project	
5051 · Water Quality Analysis DWWBM	26.00
5052 · Travel DWWBM	148.75
5053 · Supplies and Materials DWWBM	20.76
<b>Total 5050 · Bacteria Monitoring Project</b>	195.51
<b>Total 5000 · Dakota Water Watch</b>	195.51
<b>5400 · CBSRWIP EDWDD Expenditures</b>	
5415 · Water Quality Analysis	3,118.44
5440 · Conservation Management Plans	
5443 · Ag Waste Mng Syst Engineering	1,488.85
<b>Total 5440 · Conservation Management Plans</b>	1,488.85
<b>Total 5400 · CBSRWIP EDWDD Expenditures</b>	4,607.29
<b>5500 · CBSRWIP State Expenditures</b>	
5520 · Travel	
5521 · Gas for project	245.68
5520 · Travel - Other	201.00
<b>Total 5520 · Travel</b>	446.68
5535 · Supplies and Materials	82.48

## East Dakota Water Development District Custom Summary Report June 2007

	Jun 07
5570 · Conservation Management Plans	
5572 · Ag Waste Mng Sys Engineering	2,765.05
5573 · Ag Waste Mng Sys Construction	1,524.90
<b>Total 5570 · Conservation Management Plans</b>	4,289.95
<b>Total 5500 · CBSRWIP State Expenditures</b>	4,819.11
5700 · Lake Campbell Assessment	
5710 · Water Quality Analysis LCAP	1,653.51
5720 · Travel LCAP	67.18
5730 · Supplies and Materials LCAP	24.83
<b>Total 5700 · Lake Campbell Assessment</b>	1,745.52
5800 · Lake Madison Assessment Project	
5820 · Travel - LMAP	352.18
<b>Total 5800 · Lake Madison Assessment Project</b>	352.18
5900 · Wall Lake Assessment	
5920 · Travel Wall Lake	215.15
<b>Total 5900 · Wall Lake Assessment</b>	215.15
6050 · Vehicle Expense	
6052 · Lease Expense	321.59
6054 · Maintenance/Cleaning	181.36
6056 · Vehicle Mechanical/Parts	423.22
<b>Total 6050 · Vehicle Expense</b>	926.17
6070 · BOD Travel & Ent	
6072 · BOD Travel	450.47
<b>Total 6070 · BOD Travel &amp; Ent</b>	450.47
6080 · Capital Outlay Items	
6083 · Office Fixtures	63.00
6086 · Software	142.95
<b>Total 6080 · Capital Outlay Items</b>	205.95
6150 · Computer Software	240.93
6240 · Equipment Rental	
6241 · Copier Lease/Rental	184.01
<b>Total 6240 · Equipment Rental</b>	184.01
6530 · Miscellaneous	99.04
6540 · Maintenance	
6541 · Office Maintenance	275.00
<b>Total 6540 · Maintenance</b>	275.00

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	<b>Jun 07</b>
<b>6550 · Supplies</b>	
6551 · Office Supplies	402.75
6554 · Water Festival Misc. Supplies	49.93
	452.68
<b>6560 · Payroll Expenses</b>	
6163 · Payroll Taxes	1,889.44
6561 · Retirement	141.98
6562 · Health Insurance	2,444.46
6564 · Retirement Admin Co. 2	198.84
6560 · Payroll Expenses - Other	6,332.14
	11,006.86
<b>6565 · Payroll Expenses for Board</b>	600.00
<b>6566 · Payroll Expenses Technical</b>	
6570 · Retirement Technical Asst. - Co	646.40
6571 · Technical Asst. Employ. 2 Co.	198.84
6566 · Payroll Expenses Technical - Other	18,808.17
	19,653.41
<b>6610 · Postage and Delivery</b>	0.20
<b>6620 · Printing and Reproduction</b>	14.82
<b>6640 · Professional Fees</b>	
6650 · Accounting	2,500.00
6670 · Computer	452.09
	2,952.09
<b>6690 · Rent</b>	
6691 · Office Rent	1,500.00
6692 · Postage Meter	430.36
	1,930.36
<b>6880 · Telephone</b>	
6881 · Cell Phone	386.03
6882 · Office Phone	309.20
	695.23
<b>6900 · Travel &amp; Ent</b>	714.16
<b>6940 · Utilities</b>	
6970 · Trash Removal	51.30
	51.30

**East Dakota Water Development District  
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	<b>Jun 07</b>
6980 · Water Quality Expenses	
6982 · WQ Supplies	45.51
Total 6980 · Water Quality Expenses	45.51
Total Expense	52,432.95
Net Ordinary Income	42,699.62
Other Income/Expense	
Other Expense	
8010 · Other Expenses	30.01
8700 · Uncommitted Project Funds	
8707 · BSWF Weather Trunks	44.72
Total 8700 · Uncommitted Project Funds	44.72
Total Other Expense	74.73
Net Other Income	-74.73
Net Income	<b>42,624.89</b>