



**East Dakota Water Development District**  
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**MINUTES**  
**June 19, 2008**

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on June 19, 2008 at the EDWDD office in Brookings. Chairman Eggers called the meeting to order at 9:05 a.m. The following persons attended:

**Directors Present**

Curt Eggers  
Martin Jarrett  
John Johnson  
Jerry Siegel  
Robert Todd  
John Weidler

**Others Present**

Bill Dempsey, Brookings  
Robert Kolbe, Minnehaha County Commission

**Staff Present**

Jay Gilbertson

**Directors Absent**

Lois Brown  
Doug Feten  
Kay Kassube

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**Administrative Items**

Approval of Agenda - The Manager asked to have Travel Authorization added under Administrative Items. **Motion** by Weidler, seconded by Johnson to approve the agenda as amended. Motion carried unanimously.

Minutes - The Board reviewed the Minutes of the May 15, 2008 meeting. **Motion** by Todd, seconded by Siegel to approve the Minutes as presented. Motion carried unanimously.

Financial Reports - The Board reviewed the May 2008 financial statements. **Motion** by Todd, seconded by Johnson to approve the May 2008 financial statements. Motion carried unanimously. Chairman Eggers directed that the approved financial statements be placed in the District files.

Report of Meetings and Conferences - Chairman Eggers and Director Weidler attended the Annual Meeting of the Lewis and Clark Rural Water System in Sioux Falls on May 29<sup>th</sup>.

Director Todd attended the June 5<sup>th</sup> meeting of the Interlakes Water Quality Committee in Madison.

Chairman Eggers attended the June 16<sup>th</sup> Area Meeting of the Vermillion-Big Sioux Area Conservation Districts in Salem.

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The Manager briefly commented on the following meetings he attended:

1. **May 17** - Lake Poinsett. Lake Poinsett Water Project District Annual Meeting.
2. **May 19** - Minneota, MN. Minnesota River Board.
3. **May 20** - Ortonville, MN. Big Stone City/Ortonville Source Water Protection Team.
4. **May 22** - Canton. Lincoln County Groundwater Protection Overlay District discussion.
5. **June 3** - Brookings. Deuel County water issues discussion with staff from The Rural Learning Center.
6. **June 5** - Madison. Interlakes Water Quality Committee.
7. **June 11** - Big Stone City. Well inventory for the Big Stone City/Ortonville Source Water Protection effort.
8. **June 12** - Brookings. South Dakota Lakes & Streams Association Board Meeting.
9. **June 18** - Ortonville, MN. Big Stone City/Ortonville Source Water Protection Team.

Upcoming Meetings -

1. **June 19 - 7:00 p.m.** - City Hall, Watertown. Upper Big Sioux River Watershed Advisory Board.
2. **June 24 - 1:30 p.m.** - Sioux Falls. Minnehaha County Farm Bureau Conservation Reserve Enhancement Proposal for the Big Sioux River and Wellhead Areas informational meeting.
3. **June 26 & 27 - 1:00 p.m.** - Matthews Training Center, Pierre. Board of Water and Natural Resources.
4. **June 28 - 7:00 p.m.** - Public Library, Madison. Interlakes Water Quality Committee.
5. **July 2** - Pierre. Water Management Board.
6. **July 10 - 8:00 a.m.** - Brookings County Extension Center, Brookings. SD Conservation Commission.
7. **July 17 - 9:00 a.m.** - EDWDD Office, Brookings. July EDWDD Board of Directors meeting.

Travel Authorization - The Manager requested Board approval to attend the Upper Missouri River Basin States Cooperators Roundtable for the USGS Cooperative Water Program in Cheyenne, Wyoming, on August 26<sup>th</sup> and 27<sup>th</sup>. **Motion** by Seigel, seconded by Todd to authorize the Managers attendance at the meeting as requested. Motion carried unanimously.

**Big Stone City, SD/Ortonville, MN, Source Water Protection Team**

The Manager reported on his participation as part of a group of people working on source water protection (SWP) activities for the well field jointly operated by Big Stone City, SD, and Ortonville, MN. Several years ago, both communities were faced with the need to make serious improvements to their independent water systems. After examining various options, the most cost effective choice was to join forces in the construction of a single new treatment plant. The wells and treatment plant are both located in Minnesota, and so SWP activities are driven by Minnesota authorities (Department of Health). Earlier this year, the communities assembled a group to start the process of developing a SWP plan. By virtue of the District having been involved with the development and implementation of the Grant County groundwater protection efforts, East Dakota was invited to participate.

The local SWP team has held two meeting (May 20 and June 18), and will meet regularly on the second Wednesday of each month for the foreseeable future. Early activities involve review of lists of potential contaminant sources as found in the various databases that the respective states have access to and verifying the source status. Over a hundred potential trouble spots are listed, with a few dozen in South Dakota. The

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Manager is working with local and state resources in South Dakota to gather additional information. Ultimately, he expects that the Grant County Aquifer Protection Overlay District will be modified to reflect the Big Stone City/Ortonville well head protection area, which has been delineated as part of this process.

### **Project Updates**

Big Sioux River Watershed Assessment Projects - The Manager reported on Deb Springman's efforts on the Lake Campbell/Battle Creek Reassessment Project and other activities for the past month. The final round of water samples for the project will be collected later in June, otherwise field work has been completed. AnnAGNPS modeling has been completed, and she is now starting her analysis of the results. Response to the septic system survey has been only 19%, but she is hoping for a few more late respondents. On May 18<sup>th</sup>, at the Annual Meeting of the Lake Campbell Improvement Association, Deb and Jeanne Fromm were jointly awarded the Friend of Lake Campbell Award for 2008 for their efforts.

In late May, we received notice that the United States Environmental Protection Agency had given final approval to a total of 14 total maximum daily load (TMDL) reports for various segments of the Big Sioux River and certain tributary streams. These reports bring to a close some, but not all, of the watershed assessment activities begun by the District in 1999.

Central Big Sioux River Watershed Implementation Project - The Manager reviewed activity on this project. With the uncertainty over funding, work on this project has been limited. Two new potential sites for upgrading animal waste management systems have been identified, one in Minnehaha County near Humboldt, and one in Hamlin County near Thomas. On June 13, the formal agreement with the City of Sioux Falls for use of state revolving fund (SRF) support for animal waste management activities was received. Work continues on an amendment to have expenditures made prior to April 1, 2008, eligible from this resource. Word was received earlier in the week that a portion of the first quarter reimbursement request will be processed shortly. Problems with inadequate spending authority have thus far delayed reimbursements from federal grant sources for eligible District expenses incurred in 2008.

Volunteer Water Monitoring - The Manager reviewed the activities of Jeanne Fromm on volunteer monitoring efforts, noting that since May 16, she has been a part-time District employee. She has assisted Deb Springman in the collection of water samples for both Lake Campbell and the Central Big Sioux River projects. A presentation was made to the Lake Brant Improvement Association (BLIA) Annual Meeting on May 31. She has held several training sessions for bacteria and water quality monitors on Brant lake and the Big Sioux River. The Manager noted that the cooperative agreement with the BLIA discussed last month had been finalized, and he expects copies for the Chairman's signature within the week.

### **EDWDD Policies and Procedures Manual Revisions**

The Manager reviewed proposed changes to the District Policies and Procedure Manual. He noted that the document had not undergone a major revision and update since the mid-1990s. The changes were developed by the Manager with earlier input from the Board. The draft had been extensively discussed at a meeting of the District Personnel Committee in Egan on April 29<sup>th</sup>. He noted that the draft under consideration, with minor changes, was the version approved by the Committee.

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Changes fell into three basic categories. First, several new sections have been added to the document, covering the following topics: Director Fees and Expenditures; Fraud; Contracts; Safety; District Bank Accounts; Use of District Credit Cards; Use and Operation of Vehicles; Tools and Equipment; Grievance Procedure and Hours of Business. The second set of changes were to existing sections, in particular Travel Expense Reimbursement; Nepotism; Probationary Period; Medical Insurance; Sick Leave and Education & Professional Development. The final set of changes largely involved minor adjustments for grammar and clarity.

**Motion** by Jarrett, seconded by Seigel to adopt the changes to the District Policies and Procedure Manual as presented, with the changes to take effect immediately. Motion carried unanimously.

As a part of the its review of the District policies and procedures, the Board also reviewed the District-sponsored health insurance. The deductible payments for the current policy (Wellmark/Blue Cross/Blue Shield) are \$250 for single and \$500 for family coverage. **Motion** by Jarrett, seconded by Seigel to change to a policy with deductibles of \$500 for single and \$1,000 for family coverage, effective July 1, 2008. Motion carried unanimously. The Manager noted that this would reduce the total monthly premiums by \$15.99 for single coverage and \$39.96 for family coverage.

**District Travel Allowance & Reimbursement Rates**

The Board reviewed the District’s current travel allowance schedule, and compared District rates to those of the state and federal governments, along with several rural water systems. The last major revision of the District travel allowance schedule was completed in April 2005. The Manager noted that the District’s travel allowances have historically followed the State for meal costs, used federal rates for mileage, and established it’s own lodging rates. **Motion** by Todd, seconded by Weidler to make the following changes in the District’s travel allowance schedule, to become effective on January 1, 2009:

<u>Meals</u>	<b>In-State</b>		<b>Out-of-State</b>	
<b>Breakfast</b>	<del>\$5.00</del>	\$8.00	<del>\$8.00</del>	\$11.00
<b>Lunch</b>	<del>\$9.00</del>	\$12.00	<del>\$11.00</del>	\$14.00
<b>Dinner</b>	<del>\$12.00</del>	\$15.00	<del>\$17.00</del>	\$20.00
<b>Total per day</b>	<del>\$26.00</del>	\$35.00	<del>\$36.00</del>	\$45.00
 <b>Lodging</b>	 <del>\$60 + tax</del>	 \$75 + tax	 <del>\$175 + tax</del>	 \$200 + tax
 <b>Mileage</b>	 <del>\$0.41/mile</del>	 \$0.50/mile		

Motion carried unanimously.

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## Director Compensation for Meetings

The Board reviewed the District’s schedule for compensating Directors for meetings attended in an official capacity. The current schedule was established in December 1997. The Manager noted that under South Dakota Codified Law 46A-3B-10, the Board was free to establish whatever rate of compensation it deemed appropriate. **Motion** by Weidler, seconded by Todd to adopt the following changes to the compensation schedule, to become effective on January 1, 2009:

<b>Meeting Type</b>	<b>Compensation</b>	
Regular/Special Board Meeting	\$75	\$150 (\$175 for the Chairman)
District Committee Meetings		
More than 6 hours duration, including travel	\$75	\$150
Less than 6 hours duration, including travel	\$40	\$100
Other Meetings		
More than 6 hours duration, including travel	\$75	\$100
Less than 6 hours duration, including travel	\$40	\$75

Motion carried unanimously.

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## Adjournment

There being no further District business, Vice-Chairman Eggers declared the meeting adjourned at 12:40 p.m.

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Doug Feten, Secretary

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