



East Dakota Water Development District

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MINUTES
October 18, 2007

The Board of Directors of the East Dakota Water Development District (EDWDD) held a regular meeting on October 18, 2007 at the EDWDD Office, 132B Airport Drive, Brookings. Chairman Dempsey called the meeting to order at 9:05 a.m. The following persons attended:

Directors Present

Lois Brown
Bill Dempsey

Curt Eggers
Doug Feten
Vincent Flemming
Martin Jarrett
Kay Kassube
Robert Todd
John Weidler

Others Present

Andrew Berg, City of Sioux Falls
Brian Bergantine, Advanced Engineering & Environmental Services
Kristin Bisgard, Banner Associates
Jeff DeVille, City of Watertown
Geoff Heig, City of Watertown
Chad Huwe, City of Sioux Falls
Randy Janssen, City of Sioux Falls
Bruce Jennings, DGR & Associates
Thomas Wall, DGR & Associates

Directors Absent

Staff Present

Lisa Bretsch
Jeanne Fromm
Jay Gilbertson
Angela Guidry
Pat Hammond

Administrative Items

Approval of Agenda - The Manager asked to Out-of-State Travel Authorization added to the agenda. **Motion** by Eggers, seconded by Flemming to approve the agenda as amended. Motion carried unanimously.

Financial Matters - The Board reviewed the September 2007 Financial Report. **Motion** by Todd, seconded by Weidler to accept the September 2007 Financial Report. Motion carried unanimously. Chairman Dempsey then asked that the reports be placed in the District files. The Board then reviewed the Third Quarter financial summary, along with quarterly financial summaries for the Lake Campbell Watershed Assessment Project, Central Big Sioux River Watershed Project, and Dakota Water Watch (citizen volunteer monitoring).

Meetings and Conferences - Director Flemming attended a meeting of the Lake Pelican Water Project District on October 17 in Watertown.

Directors Jarrett and Todd attended the Interlakes Water Quality Committee meeting in Madison on October 4.

Directors Jarrett and Weidler attended the National Rural Water Association Annual Meeting in Philadelphia, Pennsylvania, on September 23-26.

The Manager briefly commented on the following meetings he attended:

1. **September 25 & 29** - Big Sioux River watershed. Field survey of bridge crossing for compliance with SDCL 43-17-38.
2. **October 10** - Central Big Sioux River watershed. Water quality sampling.

Upcoming Meetings -

1. **October 18 - 7:00 p.m.** - City Hall, Watertown. Upper Big Sioux River Watershed Project Board Meeting.
2. **October 22/23** - Cloquet, Minnesota. Carlton County Geologic Atlas field review.
3. **October 24/25** - Rapid City. South Dakota Association of Rural Water Systems Managers Organization quarterly meeting.
4. **October 29-31** - Sioux Falls. Eastern South Dakota Water Conference/52nd Annual Midwest Groundwater Conference.
5. **November 1 - 7:00 p.m.** - Public Library, Madison. Interlakes Water Quality Committee
6. **November 8 - 8:00 a.m.** - Matthews Training Center, Pierre. SD Conservation Commission.
7. **November 8 - 1:00 p.m.** - Ram Pub, Brookings. SD Lakes & Streams Association Board.
8. **November 9 - 1:00 p.m.** - Matthews Training Center, Pierre. SD Board of Water and Natural Resources.
9. **November 15 - 9:30 a.m.** - Lewis & Clark Regional Water System Office, 401 East Eighth Street, Suite 306, Sioux Falls. November EDWDD Board of Directors Meeting.

Payment Requests - The Manager presented the following payment requests:

City of Gary - In December 2006, the Board agreed to provide cost-share assistance to the City of Gary for the completion of a facility plan for its wastewater system, with an estimated cost of \$7,500. The Board agreed to provide cost-share assistance for half of the local cost of the project, 50% of the costs of the facility plan, not exceed a total of \$3,750. The City has submitted a first reimbursement request for bills totaling \$6,786. The District share would be \$3,393. **Motion** by Kassube, seconded by Feten, to authorize payment of \$3,393 to the City of Gary as requested. The Manager noted that with this payment, there would remain \$357 available for additional work. Motion carried unanimously.

City of Dell Rapids - In June 2005, the Board agreed to provide cost-share assistance to the City of Dell Rapids for the completion of a utility rate study, with an estimated cost of \$2,000. The Board opted to provide cost-share assistance amounting to half of the local cost of the project, 50% of the costs of the study, not exceed a total of \$1,000. The City has submitted a reimbursement request for bills totaling \$2,000. The District share would be \$1,000. **Motion** by Weidler, seconded by Brown, to authorize payment of \$1,000 to the City of Dell Rapids as requested. Motion carried unanimously.

Out-of-State Travel Authorization - The Manager requested Board authorization for out-of-state travel. The Minnesota Geological Survey (MGS) is in the final stages of completing the Carlton County Geologic Atlas, and has invited several glacial geologists from the region to be part of a team who will conduct a field review and assessment of the project. The Manager would leave Brookings on Sunday, October 21,

and return on Tuesday, October 23. Costs for the District would be for travel to and from Minneapolis, and some meals. The remaining transportation, some meals and lodging are being covered by MGS. **Motion** by Flemming, seconded by Todd to authorize the manager to travel to Minnesota to participate in the field review as requested. Motion carried unanimously.

2008-2009 State Water Plan Applications Hearing and Decisions

The Manager presented the Board with a summary of the applications submitted by entities with the District for placement on the State Water Plan (SWP) for 2008/2009. Manager briefly reviewed the role of the District in the process. The South Dakota Board of Water and Natural Resources (BWNR) requests that any SWP application be reviewed by the local water development district. Historically, the District has requested that SWP applicants make a formal presentation to the District Board. After the presentations and questions, the Board then makes a recommendation to BWNR indicating whether or not the Board supports placement on the SWP. Presentations were made on behalf of the following SWP applications:

<u>Applicant</u>	<u>Project</u>
Big Sioux Community Water System	System Improvements
Kingbrook Rural Water System	Winfred Water System Improvements
Kingbrook Rural Water System	2008 System Improvements
Wall Lake Sanitary District	Facility Upgrades
City of Watertown	Water System Improvements
City of Sioux Falls	Miscellaneous Collection System Improvements
City of Sioux Falls	Backwash Handling Basin & Filter Improvements
City of Sioux Falls	Eastside Sanitary Sewer Phase II
City of Sioux Falls	Well Number 69 Improvements
City of Sioux Falls	Flood Control Structures Improvements
City of Sioux Falls	Water Distribution System Improvements

During the presentations, all project proponents, audience members, and Directors were given an opportunity to ask questions about the projects. Following the presentations, the Board made the following recommendations:

Motion by Flemming, seconded by Todd to support placement on the 2008/2009 State Water Plan of the System Improvements Project submitted by the Big Sioux Community Water System. Motion carried unanimously, with Director Jarrett abstaining.

Motion by Todd, seconded by Feten to support placement on the 2008/2009 State Water Plan of the 2008 System Improvements and the Winfred Water System Improvements Projects, submitted by the Kingbrook Rural Water System. Motion carried unanimously, with Director Weidler abstaining.

Motion by Eggers, seconded by Jarrett to support placement on the 2008/2009 State Water Plan for the Wall Lake Sanitary District Facility Upgrades Project, the City of Watertown Water System Improvements Project, and the City of Sioux Falls Miscellaneous Collection System Improvements, Backwash Handling Basin & Filter Improvements, Eastside Sanitary Sewer Phase II, Flood Control Structures Improvements, and Water Distribution System Improvements Projects. Motion carried unanimously.

The City of Sioux Falls Well Number 69 Improvements Project generated considerable discussion. The primary concern of the Board was the high cost of a single water-supply well, particularly in relation to other well designs that would generate comparable water volumes. Project sponsors noted that multiple wells were considered, but that access to property on which to place multiple wells was a limiting factor. **Motion** by Brown, seconded by Eggers to support placement on the 2008/2009 State Water Plan for the City of Sioux Falls Well Number 69 Improvements Project. Motion failed unanimously.

The Manager indicated that he would forward the Board's recommendations to BWNR for consideration at their November 9th meeting in Pierre.

Missouri River Institute

Tim Cowman, Executive Director of the Missouri River Institute (Institute), gave a presentation of the mission and activities of his organization. The Institute, based in Vermillion on the University of South Dakota campus, develops and promotes research, education, and public awareness related to the natural and cultural resources of the Missouri River Basin. He noted that the Institute's work is crucial, as the Missouri River system faces increasing demand on its resources. Vermillion is located in the center of the last remaining unmodified portion of the Missouri River downstream of the major dams. This is a 59-mile section from Gavins Point Dam near Yankton to Ponca State Park in Nebraska. As an indication of its immense public value, the federal government has designated this stretch as the Missouri National Recreational River. The Institute is in an ideal location to offer researchers a natural field laboratory for research, teaching, and outreach activities.

He noted that the Missouri River has had an enormous impact on our region since the first people settled here more than 11,000 years ago. Missouri River Valley culture provides a rich texture of political, social, historic, and artistic resources. In addition, the river's path through the northern Great Plains has created a wonderful natural laboratory for all the sciences, including geology, water chemistry, aquatic ecology, and terrestrial biology.

The University of South Dakota established the Missouri River Institute (MRI) in 1999 to develop and promote research, education, and public awareness related to the natural and cultural resources of the Missouri River Basin. Institute resources are directed toward three main areas: Research, Education and Outreach. Research initiatives are supported through incentives to focus research on the Missouri River (biology, archaeology, or political science for example); grants for short-term research and activities; seed money for large-scale research projects; and travel grants for collaborative studies or conferences. Education efforts include a proposed Master of Integrated Studies on the Missouri River basin and a degree minor in Missouri River studies. Public outreach entails supporting applied environmental programs, such as water quality monitoring, with area schools. The Institute also holds various educational programs at its laboratory and classroom facility located in a wing of the Missouri National Recreational River Resource and Education Center at Ponca State Park.

Project Updates

Lake Campbell/Battle Creek Watershed Re-Assessment - The Manager noted that water quality sampling and discharge measurements have been taken for this project during the past month, but that other activities are on hold (Project Manager, Deb Springman, is on maternity leave). He also noted that while the Board authorized financial assistance to this activity in April, it had not formally agreed to enter into a contract with DENR for this project. **Motion** by Todd, seconded by Weidler to accept the contract with DENR for the execution of the Lake Campbell/Battle Creek Watershed Re-Assessment Project. Motion carried unanimously.

Central Big Sioux River Watershed Project - Angela Guidry reviewed her efforts on the Central Big Sioux River Watershed Project. Construction activities on numerous projects has begun in earnest, and she has spent much of the time visiting with watershed landowners. Monthly water quality sampling has been completed for the year. Ms. Guidry also presented the Board with several contracts related to her project. The agreements define the requirements and conditions under which the District will provide cost-share assistance to property owners for project activities on individual projects, authorize sub-contracts related to individual projects, and cover consultant services provided to the District and/or for individual projects.

Motion by Eggers, seconded by Brown to enter into a contract with the USDA Natural Resources Conservation Service for nutrient management planning, waste system design and construction administration, at a cost not to exceed \$21,700 per system. Motion carried unanimously.

Motion by Eggers, seconded by Brown to enter into a contract with Scott Swanson, and to authorize disbursement of Project assistance funds as needed. The contract defines the requirements and conditions under which the District will provide up to \$141,579 in Project cost-share assistance for activities on Mr. Swanson's property. Motion carried unanimously.

Motion by Flemming, seconded by Feten to enter into a contract with Tom Reichling, and to authorize disbursement of Project assistance funds as needed. The contract defines the requirements and conditions under which the District will provide up to \$150,000 in Project cost-share assistance for activities on his property. Motion carried unanimously.

Motion by Brown, seconded by Todd to enter into a contract with Craig Bass, and to authorize disbursement of Project assistance funds as needed. This contract defines the requirements and conditions under which the District will provide up to \$133,601 in Project cost-share assistance for activities on his property. Motion carried unanimously.

Motion by Todd, seconded by Feten to enter into a contract with Eisenbraun Associates. This contract covers pre-construction meetings, bid document development and pay request processing (\$3,080.69), and construction staking and layout, construction monitoring and final inspect activities (\$8,747.67) at the Craig Bass facility. Ms. Guidry noted that these funds came from a separate section of the project, and were not part of the funds referenced earlier. Motion carried unanimously.

Motion by Weidler, seconded by Flemming to enter into a contract with Jim Klein, and to authorize disbursement of Project assistance funds as needed. This contract defines the requirements and conditions under which the District will provide up to \$22,856 in Project cost-share assistance for activities on his property. Motion carried unanimously.

Dakota Water Watch - Jeanne Fromm gave a summary of the District's volunteer monitoring activities. She has prepared and filed a grant application with the State 319 Non-Point Source Information and Education Program to continue and expand the current volunteer monitoring efforts, known as Dakota Water Watch (DWW). The grant also requests funds to expand the bacteria testing efforts to additional lakes in the region. Finally, there is a request for support to develop an accessible water quality database for DWW participants. She has also developed a document that spells out the overall mission statement and goals for DWW as a statewide activity, which is currently under review by DENR.

The bacteria testing project is winding down, with sample collection and processing scheduled to end by November. Ms. Fromm reviewed recent results. She noted that the volunteers at Lake Herman had undertaken an effort to identify sources of elevated bacteria readings entering the lake from a tributary stream, and the results supported the idea of using the testing method as a good screening tool. She also stated that the Lake Herman Sanitary District had committed funds to keep the program going after grant funds expire.

The Manager requested that the Board allocate additional project assistance funds to support volunteer monitoring in the District. **Motion** by Brown, seconded by Jarrett to allocate \$2,500 in District cost-share assistance to support ongoing volunteer monitoring activities and the Dakota Water Watch program, and to authorize expenditure of the funds as needed. Motion carried unanimously.

Adjournment

There being no further District business, Chairman Dempsey declared the meeting adjourned at 1:10 p.m.

Doug Feten, Secretary

**East Dakota Water Development District
Custom Summary Report
September 2007**

	Sep 07
Ordinary Income/Expense	
Income	
4050 · Grants	
4070 · Other	1,300.00
Total 4050 · Grants	1,300.00
4100 · Tax Rev	
4140 · Current Tax Revenue	2,511.16
4150 · Prior Tax Revenue	190.40
4160 · Miscell. Tax Revenue	96.08
Total 4100 · Tax Rev	2,797.64
4400 · CBSRWIP Services	
4412 · CBSRWIP Engineering Fees	662.50
Total 4400 · CBSRWIP Services	662.50
7010 · Interest Income	1,314.92
Total Income	6,075.06
Gross Profit	6,075.06
Expense	
5000 · Dakota Water Watch	
5010 · Citizen's Monitoring Project	
5015 · Postage and Shipping DWWCM	6.65
Total 5010 · Citizen's Monitoring Project	6.65
5050 · Bacteria Monitoring Project	
5051 · Water Quality Analysis DWWBM	229.00
5052 · Travel DWWBM	129.12
5055 · Bacteria Test Kits DWWBM	195.98
5056 · Postage and Shipping DWWBM	11.77
Total 5050 · Bacteria Monitoring Project	565.87
Total 5000 · Dakota Water Watch	572.52
5400 · CBSRWIP EDWDD Expenditures	
5415 · Water Quality Analysis	688.19
5425 · Professional Fees	
5426 · Contractual Services	507.52
Total 5425 · Professional Fees	507.52
5435 · Outreach I & E	70.13
5440 · Conservation Management Plans	
5443 · Ag Waste Mng Syst Engineering	927.50
Total 5440 · Conservation Management Plans	927.50
Total 5400 · CBSRWIP EDWDD Expenditures	2,193.34
5500 · CBSRWIP State Expenditures	
5520 · Travel	
5521 · Gas for project	309.24
5520 · Travel - Other	63.00
Total 5520 · Travel	372.24
5530 · Professional Fees	
5531 · Contractual Services	2,881.30
Total 5530 · Professional Fees	2,881.30
5535 · Supplies and Materials	912.36
5540 · Outreach I & E	111.46

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	Sep 07
5570 · Conservation Management Plans	
5571 · Conservation Easement	21,192.73
5572 · Ag Waste Mng Sys Engineering	1,722.50
5573 · Ag Waste Mng Sys Construction	160,130.49
Total 5570 · Conservation Management Plans	183,045.72
Total 5500 · CBSRWIP State Expenditures	187,323.08
5700 · Lake Campbell Assessment	
5710 · Water Quality Analysis LCAP	1,421.74
5720 · Travel LCAP	96.66
5730 · Supplies and Materials LCAP	14.58
Total 5700 · Lake Campbell Assessment	1,532.98
6050 · Vehicle Expense	
6052 · Lease Expense	321.59
6054 · Maintenance/Cleaning	145.80
6057 · Miscellaneous	281.75
Total 6050 · Vehicle Expense	749.14
6070 · BOD Travel & Ent	
6072 · BOD Travel	549.12
Total 6070 · BOD Travel & Ent	549.12
6080 · Capital Outlay Items	
6084 · Other Capital Outlay	73.08
Total 6080 · Capital Outlay Items	73.08
6220 · Dues and Subscriptions	175.86
6240 · Equipment Rental	
6241 · Copier Lease/Rental	182.03
Total 6240 · Equipment Rental	182.03
6530 · Miscellaneous	13.00
6540 · Maintenance	
6541 · Office Maintenance	275.00
Total 6540 · Maintenance	275.00
6550 · Supplies	
6551 · Office Supplies	14.33
Total 6550 · Supplies	14.33
6560 · Payroll Expenses	
6163 · Payroll Taxes	1,507.18
6561 · Retirement	163.95
6562 · Health Insurance	2,444.46
6564 · Retirement Admin Co. 2	198.84
6560 · Payroll Expenses - Other	6,698.35
Total 6560 · Payroll Expenses	11,012.78
6565 · Payroll Expenses for Board	600.00
6566 · Payroll Expenses Technical	
6570 · Retirement Technical Asst. - Co	604.80
6571 · Technical Asst. Employ. 2 Co.	198.84
6566 · Payroll Expenses Technical - Other	13,500.31
Total 6566 · Payroll Expenses Technical	14,303.95
6610 · Postage and Delivery	34.90
6620 · Printing and Reproduction	427.23
6640 · Professional Fees	
6645 · Temporary Service	47.88
Total 6640 · Professional Fees	47.88
6690 · Rent	
6691 · Office Rent	1,500.00
Total 6690 · Rent	1,500.00

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	Sep 07
6880 · Telephone	
6881 · Cell Phone	135.12
6882 · Office Phone	301.91
Total 6880 · Telephone	437.03
6900 · Travel & Ent	1,194.66
6940 · Utilities	
6970 · Trash Removal	51.30
Total 6940 · Utilities	51.30
Total Expense	223,263.21
Net Ordinary Income	-217,188.15
Other Income/Expense	
Other Expense	
8010 · Other Expenses	42.25
8050 · Project Expenditures	
8058 · City of Clear Lake Wastewt 06	750.00
Total 8050 · Project Expenditures	750.00
8700 · Uncommitted Project Funds	
8707 · BSWF Weather Trunks 07	361.92
Total 8700 · Uncommitted Project Funds	361.92
Total Other Expense	1,154.17
Net Other Income	-1,154.17
Net Income	-218,342.32