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JAMES RIVER WATER DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 12, 2024

The James River Water Development District (JRWD) Board of Directors convened at 9:00 A.M. for its regular meeting and budget hearing on Thursday, September 12, 2024 at the Best Western Ramkota in Aberdeen, SD.

ROLL CALL: The following persons were in attendance:

DIRECTORS PRESENT

Dan Koupal – Mitchell
Randy Stanley – Groton
Dennis Bennett – Huron
Carol Millan – Mitchell
Robert Braun – Aberdeen
Dan Klimisch – Utica
Pat Cerny – Yankton
LeRoy Braun - Mellette
Mike Wiese - Aberdeen

DIRECTORS ABSENT

STAFF PRESENT

Judy McDonald, CFO & Associate Manager
Dave Bartel, Manager
Rocky Knippling, Watershed Coordinator
Shane Deranleau, Watershed Coordinator

OTHERS PRESENT: Shane Phillips & Julie Johnson – WEB Water, Jay Gilbertson – EDWDD, Joe Schroeder – City of Mitchell

APPROVAL OF AGENDA: The office has not received the information from USGS for gaging stations; delete Item 9f from agenda. **Motion** by Director Stanley, seconded by Director Klimisch to approve the agenda as amended. **Motion passed.**

CONFLICT OF INTEREST: Chair Wiese asked if any Directors had a conflict of interest regarding any agenda item. No conflicts on current agenda items. The following is ongoing until otherwise disclosed:

- Director Mike Wiese is currently a Brown County Commissioner
- Director Dan Klimisch is currently a Yankton County Commissioner
- Director Dennis Bennett is currently employed by the City of Huron

APPROVAL OF JULY 11, 2024 MINUTES: Motion by Director Millan, seconded by Director Koupal, to approve the Minutes as printed. **Motion passed.**

PUBLIC COMMENTS: None

SPONSORSHIP REQUEST FROM NRCS ON THE WATERSHED & FLOOD PREVENTION OPERATIONS PROGRAM (WFPO): Joe Schroeder, P.E., Public Works Director-City Engineer with the City of Mitchell, attended the meeting to answer question regarding potential sponsorship of the WFPO. The board

expressed concerns and had questions about the sponsorship, particularly regarding contributing financially and getting approvals from all counties involved. To address these concerns, Chair Wiese appointed a committee consisting of Director Millan (Chair), Cerny, Klimisch, and R. Braun to draft a revised sponsorship letter that the board can support. The committee will present this revised letter for approval at the November meeting. **Motion** by Director R. Braun, seconded by Director Cerny to table the WFPO sponsorship to the November meeting. **Motion passed.**

WEB WATER DEVELOPMENT ASSOCIATION: Shane Phillips with WEB Water was in attendance to request project assistance funds in the amount of \$50,000 for engineering costs associated with expanding drinking water capacity of the northeast SD region. A line between Mina and Aberdeen is the next phase in the expansion project, which is estimated to cost \$60 million. **Motion** by Director Millan, seconded by Director L. Braun to authorize cost-share assistance up to a maximum of \$40,000, not to exceed 50% of the total project costs, to WEB Water Development Association. **Motion passed.** These funds will expire on September 12, 2026.

2025 BUDGET HEARING: Chair Wiese opened the public hearing on the 2025 JRWDD proposed operations budget at 9:30 a.m. The District published a copy of the proposed budget and notices of the hearing in the official District newspapers as required by SD Codified Law 46A-3E-10. No written or verbal comments have been received prior to the meeting regarding the 2025 proposed operations budget. Chair Wiese invited public comments on the 2025 proposed budget as advertised and presented. No comments were received. Chair Wiese declared the public meeting closed.

HUTCHINSON COUNTY – VIOLA MEHLHAF BY DAVE HUBER: Dave Huber, representing landowner Viola Mehlhaf in Hutchinson County, is requesting project assistance funds in the amount of \$36,464.36 to build a dam in Kassell Township. This dam will slow water to Menno Lake to help control flooding and erosion. The total cost to repair the dams is \$48,619.15. **Motion** by Director R. Braun, seconded by Director Stanley to authorize cost-share assistance up to a maximum of \$36,464.36, not to exceed 75% of the total project costs, to Viola Mehlhaf/Dave Huber to build a dam in Hutchinson County. **Motion passed.** These funds will expire on September 12, 2026.

HUTCHINSON COUNTY – JEROME KOTALIK: Jerome Kotalik, landowner in Hutchinson County, is requesting project assistance funds in the amount of \$9,000 to repair a dam in Kassell Township. The total cost to repair the dam is \$12,000. **Motion** by Director Cerny, seconded by Director Bennett to authorize cost-share assistance up to a maximum of \$9,000, not to exceed 75% of the total project costs, to Jerome Kotalik to repair a dam in Hutchinson County. **Motion passed.** These funds will expire on September 12, 2026.

HUTCHINSON COUNTY – MICHAEL BREZINA: Michael Brezina, landowner in Hutchinson County, is requesting project assistance funds in the amount of \$4,220.10 to repair a dam in Oak Hollow Township. The total cost to repair the dam is \$5,626.80. **Motion** by Director R. Braun, seconded by Director Millan to authorize cost-share assistance up to a maximum of \$4,220.10, not to exceed 75% of the total project costs, to Michael Brezina to repair a dam in Hutchinson County. **Motion passed.** These funds will expire on September 12, 2026.

SD DEPT OF GAME, FISH & PARKS(GF&P): ZEBRA MUSSEL SIGNS: Tanner Davis, Aquatic Invasive Species (AIS) Coordinator with GF&P is requesting project assistance funds in the amount of \$6,000 to support AIS awareness in the District. These signs will be placed on lakes with AIS issues. GF&P will match any JRWDD funds applied to this effort, and they will be taking care of acquisition and installation. Estimated costs per sign is \$730. **Motion** by Director R. Braun, seconded by Director Cerny to authorize

cost-share assistance up to a maximum of \$6,000, not to exceed 50% of the total project costs, to GF&P for AIS signs to be placed within the JRWDD boundaries. **Motion passed.** These funds will expire on September 12, 2026.

SOUTH CENTRAL WATERSHED AND WATER QUALITY MONITORING UPDATE: Shane Deranleau provided the following updates on the South Central Watershed Project:

- Firesteel Creek is ongoing.
- Working on feedlots.
- Working with Tanner Clausen with SD DANR on the Riparian Buffer initiative.
- Water sampling is nearing completion for the year. Staff will prepare a presentation for the upcoming meeting, comparing data from the past 5 and 10 years, if available.

DISTRICT UPDATE: Staff and Directors reported on the following activities of the District:

- The 2023 audit has been completed and accepted by the SD Department of Legislative Audit. A copy of the audit report and acceptance letter has been provided to the Board of Directors.
- Included in the board packet, by Dave Bartel, was a log of meetings attended, project site visits and other items he has been working on.
- The District is sponsoring the 2024 Eastern SD Water Conference to be held on October 16 in Brookings.
- The Water Development Districts have decided not to attend the joint meetings and Legislative Breakfast in Pierre this January. The JRWDD, East Dakota Water Development District, and Vermillion Water Development District are exploring the possibility of hosting a joint meeting in a central location, potentially in April 2025.
- Director R. Braun provided a report on the e.Coli samples that were collected in Yankton County

PERSONNEL COMMITTEE UPDATE: The personnel committee has requested an executive session for the November meeting to discuss staff performance evaluations and 2025 salary adjustments.

BUDGET COMMITTEE UPDATE: The budget committee reviewed the 2025 budget and recommends using the allowed CPI of 3% and 1% growth rate for the 2024 taxes, payable in 2025.

ADOPTION OF 2025 BUDGET: Chair Wiese asked for board input on the proposed 2025 budget, which incorporates the allowed 3% CPI and 1% growth rate. **Motion** by Director Cerny, seconded by Director Millan to adopt the 2025 James River Water Development District Operations Budget as presented. **Motion passed.**

FY 2025 BUDGET

CASH FLOW

Board of Directors \$40,835
Administration & Technical \$269,250
Professional Fees \$15,500
Capital Outlay \$50,000
Project Assistance \$710,203
Contingency \$25,000
Balance for Long Term Debt \$68,000

Total FY 2025 Appropriations \$1,178,788

MEANS OF FINANCE

Tax Revenue \$1,155,188
Misc. Tax Revenue \$1,600
Misc. Revenue \$22,000
Total FY 2025 Revenue \$1,178,788

ADOPTION OF 2025 TAX LEVY: Resolution 2024-03 needs to be approved which states that a tax be assessed and levied on all taxable property in the James River Water Development District. The

resolution covers the District's property tax collections for fiscal year 2024, payable in 2025. The resolution is part of the package of material sent to all county auditors and/or treasurers in the District, as well as the SD Dept of Revenue, on or before October 1. **Motion** by Director L. Braun, seconded by Director Stanley to approve Resolution 2024-03. **Motion passed.**

TREASURERS REPORT: The Board reviewed the June 2024 financial reports. **Motion** by Director Bennett, seconded by Director Cerny to approve the June 2024 financials as discussed and printed. **Motion passed.** The Board reviewed the July 2024 financial reports. **Motion** by Director Klimisch, seconded by Director Koupal to approve the July 2024 financials as discussed and printed. **Motion passed.**

BOARD OF DIRECTOR AND STAFF REIMBURSEMENTS: **Motion** by Director Klimisch, seconded by Director L. Braun to approve staff and Director expenses. **Motion passed.**

NEXT MEETING: The next meeting will be held on November 14 at 9:00 AM in Huron. The board discussed the possibility of a strategic planning session during this meeting, but the consensus was that it would be more beneficial to schedule it early in 2025.

ADJOURN: Being no further business, Chair Millan declared the meeting adjourned at 10:38 AM.

Respectfully submitted:



Secretary

