

James River Water Development District

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JAMES RIVER WATER DEVELOPMENT DISTRICT BOARD OF DIRECTORS MEETING MINUTES NOVEMBER 14, 2019

The James River Water Development District (JRWDD) Board of Directors convened at 9:00 A.M. for its regular meeting on Thursday, November 14, 2019 at the District Office in Huron, South Dakota.

DIRECTORS PRESENT

Dan Koupal – Mitchell
Dan Klimisch – Yankton
Randy Stanley – Groton
Clinton Bauer – Freeman
Frank Amundson – Huron
Carol Millan – Mitchell
Robert Braun - Aberdeen
Mike Wiese – Aberdeen
LeRoy Braun – Mellette

DIRECTORS ABSENT

STAFF PRESENT

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

OTHERS PRESENT: Attached list.

APPROVAL OF AGENDA: Chairman Klimisch added Item 7G to discuss a project for the City of Mitchell.

Motion by Director Koupal, seconded by Director Wiese to approve the agenda as amended. **Motion carried.**

CONFLICT OF INTEREST: Chairman Klimisch asked if any Directors had a conflict of interest regarding any item on the November 14 agenda. None was disclosed.

The following was disclosed at the January 9, 2019 annual meeting and is ongoing until otherwise disclosed:

- Director Robert Braun is currently employed by the City of Aberdeen
- Director Mike Wiese is currently a Brown County Commissioner
- Chairman Dan Klimisch is currently a Yankton County Commissioner

PUBLIC COMMENTS: None

APPROVAL OF SEPTEMBER 12, 2019 MINUTES: Motion by Director Wiese, seconded by Director Amundson to approve the Minutes as printed. **Motion carried.**

UPDATE FROM US ARMY CORPS OF ENGINEERS ON UPSTREAM RESERVOIRS: Jessica Batterman from US Army Corps of Engineers in Omaha gave an update on the upstream reservoirs. Jamestown and Pipestem flood control pools are being operated jointly using a flexible release plan which depends on

forecast combined runoff volume into the reservoirs and agency objectives. The COE maintained releases (up to 2400 cfs) and will make winter releases to evacuate all flood storage before spring. Currently releases are at 1400 cfs and will be dropped to a combined release of 800 cfs before ice formation. Winter releases are not expected to exceed a combined release rate of 850 cfs.

CITY OF WOLSEY - PUMP: Craig Heller with the City of Wolsey was present to request project assistance funds in the amount of \$5,000 to replace the City's water pumps. Both pumps failed in October of 2019 and since that time they are operating the system by bypassing the tower at reduced pressure. Since October the City has replaced a pump at the cost of \$6,871.93. **Motion** by Director R. Braun, seconded by Director Koupal to authorize cost-sharing assistance to the City of Wolsey in the amount of \$3,500 for costs associated with replacing their pumps. **Motion passed on a roll call vote.** These funds will expire on November 14, 2021.

CITY OF HECLA - PUMP: Jay Osterloh, Mayor of Hecla was present to request project assistance funds in the amount of \$9,900 to replace a pump at the lift station. The old pump will be refurbished to be used as a back-up. The City will pay for the refurbishing which will cost approximately \$10,000-\$12,000. Total cost to replace the pump is \$19,800. **Motion** by Director Stanley seconded by Director R. Braun to authorize cost-share assistance up to a maximum of \$9,900, not to exceed 50% of the total project costs, to the City of Hecla for replacing a pump at the lift station. **Motion carried on a role call vote (Nay: Amundson & Millan).** These funds will expire on November 14, 2021.

TOWN OF REDFIELD – ENGINEERING FOR SANITARY SEWER SYSTEM: Jayme Akin, Mayor of Redfield, was present to request project assistance funds in the amount of \$50,000 for engineering fees for improvements to the sanitary sewer system. The project will provide reliable sanitary sewer service to the residents of the City of Redfield. The current system is constructed of materials that are over 100 years old. Total cost of the project is \$13,680,000; engineering is estimated to cost \$1,546,500. **Motion** by Director Millan seconded by Director L. Braun to authorize cost-share assistance up to a maximum of \$50,000, not to exceed 50% of the total engineering costs, to the Town of Redfield for improvements to the sanitary sewer system. **Motion carried on a role call vote.** These funds will expire on November 14, 2021.

TOWN OF REDFIELD – ENGINEERING FOR DRINKING WATER SYSTEM: Jayme Akin, Mayor of Redfield, was present to request project assistance funds in the amount of \$50,000 for engineering fees for improvements to the drinking water system. Mr. Akin is presenting the project today but has asked for funding to be awarded at the January 2020 meeting. The project will provide reliable drinking water to the residents of the City of Redfield. The current system is constructed of materials that are over 100 years old and is starting to fail. The City has had several breaks in the water lines recently. Total cost of the project is \$9,944,639; engineering is estimated to cost \$907,000. **Motion** by Director Koupal seconded by Director L. Braun to defer the request for project assistance until January 2020 as requested by the City of Redfield. **Motion carried.**

CITY OF HURON – RATE STUDY: Dennis Bennett with the City of Huron was present to request project assistance funds in the amount of \$17,000 to complete a water and wastewater rate study. The study will examine the water usage rates and the plan for financing anticipated improvements and the day-to-day operations. The study will be a valuable asset to plan for the wastewater treatment and sanitary sewer line improvements that are being planned to maintain the existing infrastructure and to meet continued growth in the City. Total cost of the study is \$34,000. No motion was made.

HANSON COUNTY – TRAILER MOUNTED PORTABLE PUMPING SYSTEM: Kevin Kayser, Hanson County Emergency Management Director was present to request project assistance funds in the amount of \$50,000 to purchase a trailer mounted portable pumping system. The pump will be owned by Hanson County but will be made available to be used by Davison County and other entities, including Ducks Unlimited. The pumping system will help the County deal more effectively with flooding. Total cost of purchasing a trailer mounted portable pumping system is \$53,323. **Motion** by Director Millan, seconded by Director Amundson to deny funding. **Motion carried.**

CITY OF MITCHELL – TECHNICAL ASSISTANT/GRANT WRITER: The City of Mitchell submitted an application requesting project assistance funds for costs associated with hiring a technical assistant/grant writer for the City of Mitchell focused on Firesteel Creek, Lake Mitchell and the entire watershed to improve water quality. The District currently has their own staff that is qualified to perform these tasks. There was no interest from the Board to bring this request to a future meeting.

SOUTH CENTRAL WATERSHED PROJECT UPDATE: Rocky Knippling updated the Board on the South Central Watershed Project.

- Continue working with City of Mitchell on the Firesteel Creek project
- Staff submitted an application for \$500,000 from the Consolidated Water Facilities Construction Program for the South Central Watershed Implementation Segment 1 project in June 2019. The BWNR approved the \$500,000 in September. **Motion** by Director Wiese, seconded by Director R. Braun to authorize Chairman Klimisch to sign the Consolidated Water Facilities Construction Program Grant Agreement 2020G-301 in the amount of \$500,000. **Motion carried.**
- Staff is currently writing a new grant/proposal for additional RCCP funds.
- Staff will be submitting a request to the SD Nonpoint Source Task in December for additional 319 funds.

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

- The following projects will expire at the end of the year and have requested extensions:
 - Cottonwood Lake Association bank stabilization project: \$22,141.45 remaining
 - Conservation District's 2019 tree planting efforts: \$35,985.58 remaining
 - City of Huron engineering for 3rd Street Dam improvements: \$7,813.84 remaining**Motion** by Director R. Braun, seconded by Director Koupal to extend the Cottonwood Lake Association bank stabilization funds of \$22,141.45 and the City of Huron engineering fees for the 3rd Street dam improvement funds of \$7,813.84 until December 31, 2020. **Motion carried.** The 2019 Conservation District funds of \$35,985.58 will revert at the end of the year.
- Staff has replaced the old Toshiba copier which was no longer suitable to serve the needs of the District. **Motion** by Director L. Braun, seconded by Director Amundson to dispose of the Toshiba copier that is inadequate to serve the needs of the District and that the Toshiba copier has no value. **Motion carried.**
- The 2018 fiscal audit has been completed by ELO, CPAs of Huron. Copies of the report have been submitted to Board members. There were no significant errors or problems with the District's accounts or records, beyond the issue of internal control over financial reporting, which is common with entities with a limited staff. The 2018 audit has been reviewed and accepted by the SD Legislative Audit. A copy of the acceptance letter was provided to Directors. Public notices were placed in the official newspapers of the District indicating that the audit had been completed and is available for examination as required by SD Codified Law 46A-3D-4.

- 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.

TREASURERS REPORT: The Board reviewed the August 2019 financial reports. **Motion** by Director Wiese, seconded by Director Millan to approve the August 2019 financials as printed. **Motion carried.**

The Board reviewed the September 2019 financial reports. **Motion** by Director L. Braun, seconded by Director Wiese to approve the September 2019 financials as printed. **Motion carried.**

The Board reviewed the October 2019 financial reports. **Motion** by Director Wiese, seconded by Director Amundson to approve the October 2019 financials as printed. **Motion carried.**

2020 MEETING DATES: **Motion** by Director Wiese, seconded by Director R. Braun to approve the 2020 meeting dates as follows:

January 15 – March 12 – May 14 – July 9 – September 10 – November 12

Motion carried.

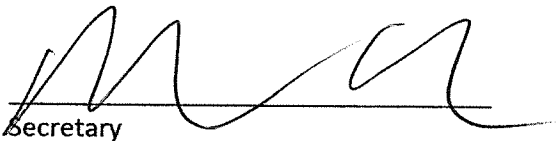
EXECUTIVE SESSION: **Motion** by Director Wiese, seconded by Director Amundson to go into executive session pursuant to SDCL 1-25-2(1) for the purposes of discussing personnel matters. **Motion carried.** **Motion** by Director R. Braun, seconded by Director Stanley to come out of executive session. **Motion carried.** **Motion** by Director R. Braun, seconded by Director Koupal to increase Dave Bartel's salary by 2% effective January 1, 2020 and to increase Judy Smoyer's salary by 2% effective January 1, 2020. **Motion carried.**

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

NEXT MEETING: The next meeting will be held January 15, 2020 in Pierre, SD at 1:00 pm.

ADJOURN: Being no further business, Chairman Klimisch declared the meeting adjourned at 11:56 am.

Respectfully submitted:


Secretary

JAMES RIVER WATER DEVELOPMENT DISTRICT

*** Sign-In Sheet ***

BOARD OF DIRECTORS MEETING: Nov 14, 2019

NAME	REPRESENTING	EMAIL ADDRESS
LEIF REDINGER	Helms & Assoc.	leifr@helms-engineering.com
COREY HELMS	Helms & Assoc.	
Craig Heller	Wolsey	
Pat McAlister	Wolsey	
Jay Gilbertson	East Dakota WDD	
Jessica Batterman	USACE	jessica.a.batterman@usace.army.mil
Matt Nelson	USACE	matthew.j.nelson@usace.army.mil
Adam Hansen	City of Redfield	
Jayne Arkin	City of Redfield	
Kevin Kayser	Hanson County Em	hansoncoe-metriotel
Shane Deaton		
Rob Rabe	Lake Township Cottonwood Lake Association	