

The Vermillion Basin Water Development District

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1111 Railway Street, Ste 2
Centerville, SD 57014

Serving the counties of Turner and Clay

BOARD OF DIRECTORS

CHAIRMAN: Arden Abild - Area 3, Wakonda
VICE-CHAIRPERSON: Robin Dykstra - Area 5, Marion
SECRETARY: Bob Iverson - Area 1, Vermillion
Sarah Chadima - Area 2, Vermillion
Lowell Andersen - Area 4, Hurley

STAFF: Brad Preheim- Manager/Treasurer

MINUTES

VERMILLION BASIN WATER DEVELOPMENT DISTRICT JANUARY 22, 2020

The Vermillion Basin Water Development District (VBWDD) convened at 4:00 p.m. for the Annual meeting in the Automatic Irrigation building in Centerville, South Dakota, on Wednesday, January 22, 2020.

DIRECTORS PRESENT

Arden Abild, Area 3
Sarah Chadima, Area 2
Lowell Andersen, Area 4
Bob Iverson, Area 1
Robin Dykstra, Area 5

DIRECTORS ABSENT

None

OTHERS PRESENT

Brad Preheim - Staff
Lester Jahnig - Hurley
Duane Jorgensen - Hurley
Craig Rothschadl - Viborg
Wayne Davey - Hurley
Jay Gilbertson - EDWDD

Chairman Abild called the meeting to order at 4:00 p.m.

APPROVAL OF AGENDA

The Board reviewed the agenda for the meeting. There being no changes, Director Iverson moved to approve the agenda. Seconded by Lowell Andersen. Motion passed unanimously.

CONFLICT OF INTEREST

Chairman Abild asked if any Directors had a conflict of interest regarding any agenda item. No conflicts were noted.

APPROVAL OF DECEMBER MEETING MINUTES

Chairman Abild asked for any additions or corrections pertaining to the Board of Directors meeting minutes from December 18, 2019. There being none, Director Dykstra moved to approve those minutes. Seconded by Sarah Chadima. Motion passed unanimously.

FINANCIAL REPORTS

1. 2019 Year End - Year end 2019 financial reports containing a balance sheet, revenues, expenditures and budget comparison information was provided for the Board and any visitors. This information was prepared by Richard Adamson and available for review, questions and discussion.

Following discussion, Director Andersen moved to approve the 2019 unaudited financial report as presented. Seconded by Bob Iverson. Motion passed unanimously.

Motion made by Chadima, seconded by Dykstra to approve payment of \$200.00 to Richard Adamson for professional services rendered. Motion passed unanimously.

2. January 2020 - Outstanding bills include: Tim & Kim Eide \$300.00 - January rent & utilities, Century Business Products \$62.70 - copier lease, Fort Randall Telephone \$84.14 - phone, internet, Brad Preheim \$925.08 - December wages, Brad Preheim \$1,456.52 - January wages travel, phone, Visa \$239.44 - Travel, SDUI \$3.48 - 4th quarter payroll taxes, Richard Adamson \$200.00 - 2019 Financials, SFM \$226.00 - work comp insurance. Board per diem & mileage: Sarah Chadima \$196.02 - 4th quarter 2019, Robin Dykstra \$109.51 - 4th quarter 2019, Lowell Andersen \$173.02 - 4th quarter 2019, Arden Abild \$336.85 - 4th quarter 2019, Bob Iverson \$191.42 - 4th quarter 2019.

The January Budget Control report and grants payable list were reviewed. There were no changes made.

Following discussion, motion made by Iverson, seconded by Dykstra to approve the financial report and pay the bills. Motion passed unanimously. The report was placed in the district files.

ELECTION OF OFFICERS

Chairman Abild turned the meeting over to Manager Preheim. Preheim asked for nominations for Board of Director Chairman for 2020. Director Iverson nominated Arden Abild. Seconded by Chadima. Director Dykstra moved to cease nominations and cast a unanimous ballot for Abild. Seconded by Bob Iverson. Motion passed unanimously.

Re-elected Chairman Abild resumed control of the meeting and asked for nominations for Vice Chairman. Director Andersen nominated Robin Dykstra. Seconded by Chadima. Director Iverson moved to cease nominations and cast a unanimous ballot for Dykstra. Seconded by Sarah Chadima. Motion passed unanimously.

Chairman Abild then asked for nominations for Board Secretary for 2020. Director Chadima nominated Bob Iverson. Seconded by Robin Dykstra. Director Andersen moved to cease nominations and cast a unanimous ballot for Iverson. Seconded by Sarah Chadima. Motion passed unanimously.

Following discussion, Director Chadima moved to appoint Manager Preheim as District Treasurer for 2020. Seconded by Bob Iverson. Motion passed unanimously.

PROJECT ASSISTANCE REQUESTS

1. City of Hurley - The Board reviewed a project assistance request from Hurley Finance Officer Marcy Hillman. Hurley needs upgrades to its sanitary sewer system along Center Avenue which serves its downtown and several public entities. This project was discussed in December and was tabled as there were some questions that hadn't been answered.

Lester Jahnig and Duane Jorgensen from Hurley attended the meeting and discussed the project with the Board and answered questions. The City of Hurley currently has incurred about \$5,000.00 in preliminary engineering fees.

Following discussion, Director Iverson moved to grant the City of Hurley up to \$5,000.00 in financial assistance for preliminary engineering fees. Seconded by Robin Dykstra. Motion passed unanimously.

2. City of Viborg - The Board reviewed a letter of financial assistance request from Mayor Steven Bendt of Viborg. They are planning to undertake a large project that would make improvements to their storm water and sewer infrastructure on East Park Avenue. This project would also require installation of ten manholes and rehab five existing ones. If the project moves forward it would be at a cost of over 3 million dollars. They would apply for state funding for a large majority of those costs.

The city currently has about \$10,000.00 in preliminary engineering fees and they are asking for assistance with that amount. Should the project move forward, there will be considerable additional engineering fees.

Following discussion, Director Iverson moved to grant the City of Viborg up to \$9,000.00 for engineering fees. Seconded by Lowell Andersen. Motion passed unanimously.

3. SDDENR - Alan Wittmuss from the SD DENR was unable to attend the

meeting. However, the Rotating Basins agenda topic was discussed by Director Chadima and EDWDD Manager Jay Gilbertson.

An assessment of the Vermillion Basin is planned within the next two years and the VBWDD will likely be asked to support this undertaking.

TOWN OF WAKONDA

1. Resolution #19-07 - This resolution authorizes a grant of up to \$5,000.00 to the Town of Wakonda to be used to install a wireless backhaul antenna on their water tower. The resolution also authorizes the VBWDD to enter into Grant Agreement #06-19 with the Town of Wakonda. Following review, Director Chadima moved to approve and sign Resolution #19-07. Seconded by Robin Dykstra. Motion passed unanimously.

3. Grant Agreement #06-19 - This grant agreement has been returned from the Town of Wakonda with the proper signatures. The grant is for the amount of up to \$5,000.00 and is to be used to install a wireless backhaul antenna on their water tower. Following review, Director Andersen moved to approve and sign Grant Agreement #06-19. Seconded by Robin Dykstra. Motion passed unanimously.

REPORT ON COMPLETED AND PLANNED ACTIVITIES

A list of projects supported in 2019 was provided and discussed. Planned projects for 2020 were also reviewed.

QUESTION AND ANSWER WITH VISITORS PRESENT

This portion of the agenda was reserved for questions and discussion from Annual Meeting visitors.

RESOLUTIONS

1. RESOLUTION #20-02 - This resolution designates Security State Bank of Chancellor as the official depository of the VBWDD. Following discussion, Director Chadima moved to approve and sign Resolution #20-02. Seconded by Lowell Andersen. Motion passed unanimously.

2. RESOLUTION #20-03- This resolution designates the official newspapers of the VBWDD as the Centerville Journal, Plain Talk, Viborg Enterprise, Hurley Leader, Marion Record and New Era.

Following discussion, Director Chadima moved to approve and sign Resolution #20-03. Seconded by Bob Iverson. Motion passed unanimously.

AMENDED 2020 BUDGET

The Board reviewed the 2020 Amended Budget. The Budget has changed

from the Proposed Budget due to a carry forward of funds increase from the previous proposed budget.

Following review, Director Iverson moved to approve the 2020 Revised Budget. Seconded by Lowell Andersen. Motion passed unanimously.

OTHER BUSINESS

1. Director Terms - Director Areas 2 (Chadima) and 4 (Andersen) expire on December 31st, 2020 and a notice of vacancy will be published. Director Chadima has indicated she will be filing a petition for Area 2. Director Andersen has informed the Board he is planning to retire. Wayne Davey from Hurley was in attendance to inquire about the vacancy and is considering filing a petition.

2. VBWDD Expansion - A bill has been submitted in the 2020 legislative session to expand the VBWDD to include all of McCook and parts of Lake, Miner and Kingsbury Counties. The Manager will be following the bill and taking any necessary action as the bill moves through the process.

3. Legislative Update - The 2020 legislative session is underway and any bills of interest to the VBWDD will be followed and shared with the Board as they unfold.

4. State Water Plan/Annual Report - A copy of this document from the Department of Environment & Natural Resources was discussed and available for review.

5. Office Lease - The lease from Tim & Kim Eide for the office in 2020 was reviewed. The VBWDD portion of the rent is \$300.00 per month and includes utilities. Following discussion, Director Chadima moved to approve the lease for 2020. Seconded by Lowell Andersen. Motion passed unanimously.

6. Review of Travel, Staff and Board Salaries - The Board reviewed all salary, per diem and mileage reimbursement for the staff and Board.

Following discussion, Director Iverson moved to change the Board per diem meeting fee \$10 per meeting. Seconded by Robin Dykstra. Motion passed unanimously.

Director Iverson moved to increase the Manager's salary by \$5 per hour. Seconded by Robin Dykstra. Motion passed unanimously.

Director Chadima moved to contribute \$1,000.00 towards the Manager's retirement account. Seconded by Bob Iverson. Motion passed

unanimously.

7. 2019 Annual Review - This document replaces the District Audit and must be filed with the Department of Legislative Audit. Richard Adamson has completed the Annual Review and it was presented to the Board.

Following discussion, Director Chadima moved to approve the Annual Review as presented and submit to Legislative Audit. Seconded by Lowell Andersen. Motion passed unanimously.

8. 2020 Meeting Schedule -The By Laws of the VBWDD require monthly meetings. However, the lack of timely business doesn't always make it practical to hold meetings every month. Thus, the Board meets in January, March, May, July, August, October and December. Additional meetings can be held should business dictate that necessity. The other meetings are cancelled unless needed. All meetings are held on the third Wednesday of the month at 7:00 p.m. in the District office.

Following discussion, Director Dykstra moved to approve the meeting schedule for 2020 as noted above. Seconded by Lowell Andersen. Motion passed unanimously.

9. Correspondence & Literature - Various items from the past month were shared with the Board.

10. Cancel February Meeting -Due to lack of timely business, Director Iverson moved to cancel the February Board meeting and meet again in March. Seconded by Robin Dykstra. Motion passed unanimously.

UPCOMING MEETINGS

1. VBWDD Regular Meeting - March 18, Centerville
2. Board of Water & Natural Resources - March 26-27, Pierre

ADJOURNMENT

There being no further business, Director Andersen moved to adjourn the meeting at 6:10 p.m. Seconded by Sarah Chadima. Motion passed unanimously.

Recorded by _____

ATTEST: _____