

**January 23, 2023**

**Terry Trojan Water Project District Board of Directors Meeting Minutes  
Deadwood Chamber Conference Room**

After an Executive Session the regular meeting was called to order by Janell Berg at 4:12 pm, and a roll call was taken.

Present: Board of Directors; Janell Berg, Mike Hale, Jon Torgerson, Peder Torgerson, Mike Ryan, Executive Director - Linda Derosier, Secretary/ Treasurer, Pat Asmussen

Absent: Board of Directors, Matt Zietlow, Bill London

Guests: Dustin Dale (AE2S), Lysann Zellner- (BH Council of Local Government) Dylan Striebel, Matt Anderson, (Clearwater Consulting), Leroy Stuen, (Stuen Construction)

**Executive Session:**

\*A motion was made by Mike Hale to increase Linda Derosier's compensation 6%, 2<sup>nd</sup> by Mike Ryan, 5 voted yes, 0 voted no.

**Minutes:** A review of the minutes from the November 21, 2022, meeting was presented.

\*A motion was made by Jon Torgerson to accept the minutes as written, 2<sup>nd</sup> by Peder Torgerson, 5 voted yes, 0 voted no.

**Financials:** Linda reported that all of the financials are being reviewed by Creed Bookkeeping. With the change of personnel with the Secretary / Treasurer position the financials are in need of an overhaul. One issue is with the entry regarding the Wells Fargo Account. Originally it was an entry that had been made by mistake by Allnet. LeAnn Harland or Pat did not know how to get it off of the P&L and when Shanon tried to remove it, she actually doubled it. So, we still showed a negative of \$41,244 on the Wells Fargo Account and it has been closed since September 2021. There were also many accounts added that are not needed. Many totals need to be corrected. The financials that are presented are not accurate. We are requesting a table on the current financials to give Creed Booking more time to go through everything. Linda will keep the BOD posted as we receive updates from Creed.

Linda explained her plan to move Pat out of the position once again with a goal of mid-summer.

\*Creed takes over the financials, including P&L, Balance Sheet, Budgets, any Quick Book entries, account payables.

\*Linda will do deposits, continue meter reading, send billing, do ACH deposits. Communicate with Creed for entries, continue doing minutes.

Linda thanked Pat for stepping back in to the position to get us through this period.

\*A motion was made by Jon Torgerson to table the financials, 2<sup>nd</sup> by Janell Berg, 5 voted yes, 0 voted no.

**Lysann Zellner- (BH Council of Small Government):**

Lysann was pleased to announce that TTWD has been Awarded \$700,000 from DANR for SRF Loan for the Meter Pit project, there will be a principal forgiveness of 42.9% not to exceed \$300,000. This is great news for TTWD. The annual debt payment for the meter pit project and Water Storage Tank will be \$104,823. Once the loan is closed and we begin paying the total loan payments including the 1<sup>st</sup> SRF & NRW loans will make our **total annual Debt Payment for all loans \$137,957, saving us approximately \$32,043 in annual payments per year.**

This funding is contingent upon an increase in the base rate to cover the additional debt service. The amount that Lysann has recommended is \$15 per service. Lysann recommends setting the rate increase today. That way it will be done when the State proceeds with the approval of the loan.

\*A motion was made by Jon Torgerson to increase the water base rate by \$15 for all sizes of meters, effective beginning July 1, 2023. second by Janell Berg, 5 voted yes, 0 voted no.

Residential/non-rental ~ ¾ inch meters - will go from \$67 to \$82

Commercial Rental ~ ¾ inch meters - will go from \$92 to \$107

Commercial ~ 1 1/2 inch meters – will go from \$109 -to \$124

Commercial ~ 2 inch meters - will go from \$132 to \$147

### **Dustin Dale, AE2S – Bidding Process**

Dustin explained that with the supply of Meter pits being 44 weeks out it's likely the project finalization date will be extended to the fall of 2025. By extending the deadline it may help to bring more bidders.

Contractors are subject to fines if the work is not done in the allotted time frame so if supplies are low, the possibility is greater that the contractor could exceed their deadline, which would make them less likely to bid the project. To bring more bidders, it would be wise to extend the deadline to fall of 2025. The board asked Dustin if it would be best to start the bidding process now or later. Both Dustin and Lysann know that there are plenty of projects that have also been granted their loan request. But many do not have their design work completed like we do. Since AE2S has completed all our design work for the projects, there really is no reason to wait for the bidding process. In fact, it would be best to get in front of the other projects that may not have their design work completed. The TTWD BOD agreed to have Dustin start the bidding process. Once the bids have been received a special meeting will be called in February to review the bids and accept one.

### **System Operations:**

Dylan reported that losses were about 20% in November and went up to 38% in December. Leaks have been popping up since the cold snap in December, so after this last leak on Whitetail was found the overnight readings have gone down to 0 gallons.

Media regeneration paperwork is complete, so we just need to wait for the communication for pick-up.

Travis for Alexander Drilling has received the new motor and pump for the well so we have our new back-ups in place. Travis will bring both up to the Booster Station to be stored until needed.

The well transducer has been installed, but due to the weather was not tied in to the Scada. This Spring Dakota Pump will complete the Scada tie-in.

We have the meters for the meter pit project but the Ertz are still on back order.

We only have 6 current Ertz that will work with the current meters and reader. We suggested Dylan order 6 more Ertz to have a total of 12 on hand. This will be for any new installs in the next year or two. When we do the meter pit project all current Ertz will be replaced.

Dylan has been in communication with Dean from Wharf regarding the main line replacement on Wharf property. Most of the line has been laid, but has not been tied in to the current main. They plan on doing this in the Spring after they have flushed and sanitized the line.

### **Potential Catastrophe:**

Linda has talked to Bill London from Terry Peak, and Ken Nelson from Coeur Wharf regarding their level of interest in helping us if we ever had a major catastrophe and needed assistance. Both said that if they are able to help with what the problem is they would do what they can. This has always been the case but the board wanted this issue to be readdressed.

Linda will complete the application to join South Dakota Emergency Water Plan system (SD WARN) to become part of their network in the event of an emergency.

### **Miscellaneous:**

\*Annual Board Meeting in April. Mike Ryan and Mike Hale will be the board members up for reelection.

\*Permission was granted to pay off the loan that will be completed in April, 2023 for a total of \$2485.

\*Jon Torgerson made a suggestion to start thinking about joining the Water District and the Road District. Considerations need to be investigated with an attorney before entering into that option.

Meetings in 2023 are scheduled, April 24, June 26, August 28, and November 20.

Submitted by Linda Derosier

Meeting Adjourned 5:20