

November 20, 2023

**Terry Trojan Water Project District Board of Directors Meeting Minutes
Deadwood Chamber Conference Room 4:00 p.m.**

The meeting was called to order by Janell Berg at 4:04 p.m.; roll call was taken.

Present: Board of Directors; Peder Torgerson, Janell Berg, Bill London, Mike Hale, Mike Ryan, Jon Torgerson, Executive Director - Linda Derosier

Absent: Board of Directors, Matt Zietlow,

Guests: Dustin Dale (AE2S), Dylan Striebel (Clearwater Consulting), Jennifer Sietsema (Black Hills Council of Local Governments), Leroy Stuen (Stuen Construction)

Minutes: A review of the August 28, 2023 meeting minutes was presented.

Dylan suggested the correction in the fourth item in the System Operations section in this sentence: The static water level in the well is currently at 48 feet, and after a pumping cycle, the level drops by 11 feet/ not to 11 feet.

*A motion was made by Mike Hale to accept the minutes as written, 2nd by Peder Torgerson; 6 voted yes, 0 voted no.

Financials: The financials were presented for review. Linda reported that the AE2S total is incorrect because invoices were accidentally added to the totals. More investigation needs to be done to come to the actual AE2S total year to date. Only two new taps this year, so that income is down. The Repair and Maintenance items are up due to leak repairs and other maintenance. Another spreadsheet needs to be created to itemize the details of the meter pit project. Linda will work with Karri to break these numbers down for an itemized explanation of expenses. Meter Pit expenses need to coincide on the P&L. An explanation of the difference between Stuen Repairs & Maintenance vs Other Repairs & Maintenance was made. A motion was made by Mike Hale to approve the financials, 2nd by Mike Ryan, 6 yes, 0 no.

System Operations:

* Dylan reported that water losses have been jumping all over the place. September was incorrect due to the estimated readings that had occurred.

* Middle-of-the-night usage is down to 1 gallon a minute. The meter pit project is helping to find small leaks that usually happen on service lines. The leak survey scheduled for next week will likely be canceled due to not needing to do the detection.

* Wharf has completed the new tie-in, and Dylan has been on hand to flush and disinfect the line. 96 gallons per minute are coming into treatment, and all the readings say the line is holding and everything is tight. No rocks were found this time, but about a half dozen rags came into the filter.

* An air release valve went off during the middle of the night, so the wet floor alarm went off. Dylan went up to the treatment plant, and there was water on the floor. The air release valve was old and has now been replaced.

* Water Tree has changed out the media, and they used 10 cubic feet of new media that we purchased. We still have 6 cubic feet of new media, which should last us another couple of years. Dylan will start working on getting the old media shipped out for regeneration.

* All 2023 water testing has been done and is up to date. Everything is in compliance.

* About 90 pits have been installed, and 70 meters have been completed thus far.

Stuen Construction

* The meter pit project is on schedule. The crew is working on Buffalo Trail and plans to finish it soon. The trails that are completed are High Ridge, Lookout, Lost Camp, and Deep Snow.

* There are two customers with issues regarding their service and the meter pit project. An extension will be put on the meter pit at 21135 Deep Snow, which should clean that up. Jim Wilson, the customer at 21187 Lookout, is unhappy because he lost about one parking spot due to where the meter pit had to be placed. The service line was only four feet deep, so the meter pit had to be set high. So, it is sticking out of the ground

about 2 feet. A suggestion to cost share to build up the material on the driveway was discussed, and we decided that no cost share would occur due to other customers having similar issues; we don't want to set a precedent.

* The 4x4 posts are a very good idea. There are t-posts beside each pit and cub stop also.

* No lead lines have been found thus far for the state inventory.

* Linda reminds Leroy and Dylan to update the district map in handwriting so that updates can be made to the map in time.

AE2S Meter Pit Project Update

* All the pits are in the treatment plant, so we have the pits in hand. There will be one more pay request this year.

* Leroy asked if the last pay request was for \$139,706, was submitted to the state. Linda said she had signed and sent both the request and the application for that request. Neither Dustin nor Jennifer said they received the email with the signed documents, so nothing has been sent to the state yet. Linda sent both documents to both of them on November 8.

Linda will get the check cut, get it signed by Bill London, and get it to Leroy on Wednesday.

Black Hills Council of Local Governments, Jennifer Sietsema

* Storage Tank Update. The loan has not been closed; the environmental has been approved and published. But it has not been designed or gone to bid. The loan will close, and then AE2S can begin design work.

* We have paid AE2S approximately \$20,000 in engineering costs over the past three years to design the meter pit project. Do you want to request that amount to be funded or leave it like it is because it is already paid for? If we decide to request the reimbursement, then we will pay interest on that money is reimbursed. We can decide at the end of the project, to be reimbursed if we are short of cash at that time.

* The current SRF Loan has been re-amortized because we used the money for the meter pit project, and the life expectancy of that is shorter so is the amount of time to repay the loan. Therefore, the re-amortization has shortened the time on the loan from 20 to 10 years, which has increased the payments by about \$2,000.

Resolution 2023-2

Linda requested a motion to sign Resolution 2023-2 for the Storage Tank project funding. This is a promissory note to pay back the loan for the Water Storage Tank project.

*A motion was made by Mike Hale to accept the minutes as written, 2nd by Janell Berg; 6 voted yes, 0 voted no.

Miscellaneous

Leroy will start using cedar posts so they don't bend so badly.

20204 Meeting Dates

The scheduled meeting date for 2024 will be:

January 29

April 22 -Annual

June 24

August 26

November 18

Submitted by Linda Derosier

The meeting Adjourned at 5:20 p.m.

A big thank you to AE2S for the meat and cheese tray that they brought to the meeting.