

April 22, 2024

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

Meeting Called to Order

Janell Berg called the meeting to order at 4:00 p.m.; a roll call was taken.

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

Absent: Board of Directors, Matt Zietlow

Guests: Casey Skillingstad with AE2S, Dylan Striebel with Clearwater Consulting

Annual Board Of Directors Election

Three BOD three-year term seats were expiring. Three public notices appeared in the Black Hills Pioneer, informing interested parties to petition for a three-year term. Any completed petitions must be submitted in person to the TTWD Secretary 30 days before the annual meeting on April 22.

*Since no petitions were received by the deadline, a motion was made by Mike Ryan and seconded by Jon Torgerson to reappoint Janell Berg, Peder Torgerson, and Bill London each for another three-year term. Six voted yes, and 0 voted no.

*Mike Hale motioned to reappoint Janell Berg as Chairperson; Peder Torgerson seconded. Six voted yes, and 0 voted no.

*Janell Berg motioned to reappoint Mike Hale as Vice Chairperson; Bill London seconded. Six voted yes, and 0 voted no.

Minutes: A review of the January 29, 2024, meeting minutes was presented.

*Mike Hale motioned to accept the minutes as written; Peder Torgerson seconded. Six voted yes, and 0 voted no.

Financials: Linda provided a new Year-end 2023 Financial with a Budget. The year-end 2023 financials presented at the previous meeting on January 29, 2024, need to be replaced with this corrected version. Linda is expressing that there will be a large increase in insurance and legal costs this year due to the projects we are working on. The Property Casualty Liability Insurance has increased considerably for the Subcontractor premium due to the meter pit project, and the same will occur with the Storage Tank project. Also, the cost for our Bond Council, Meierhenry Sargent LLC, to do the paperwork and close the loans is 1%. We paid \$7,000 to close the 2nd meter pit loan for \$700,000, and we will pay \$7,574.00 to do the same for the Water Storage Tank project.

*Janell Berg motioned to approve the financials; Jon Torgerson seconded. Six voted yes, and 0 voted no.

System Operations:

Water Loss: January = 43%. After a leak was found on Whitetail, the loss dropped to 20-25%, and overnight usage dropped to 0 gallons per minute. But has since jumped back up to 8 gallons a minute. Dylan will continue to watch the overnight usage, and if it doesn't improve will set Rural Water to come and help with leak detection.

Dylan is working with Perlite to return used media for regeneration. We'll plan for the regenerated media swap out this Fall.

The Booster Pump must be swapped with the rebuilt one in our inventory. Dylan will contact Dakota Pump to do the swap and then have the old one sent to be rebuilt.

Dylan has all the ¾" meters and transmitters in stock needed to complete the residential portion of the meter pit project.

Linda recommends an assessment of the larger commercial 2" meters and meter pits needed to complete the Barefoot Resort, Terry Peak Lodge, and Terry Peak Ski Area. Installing the meter pits at some services at Barefoot Resort could be particularly complicated.

Annual Consumer Confidence Report and Customer Letter

The Annual Report has been received and is ready for distribution. Again, no violations were reported. Linda has prepared the annual letter informing the members how to download the Annual Consumer Confidence Report, briefly outlining the district's projects and available online information. This year, the ACH Application will be included in the letter to encourage customers to sign up. Approximately 100 customers use the ACH direct payment application for the water service.

*Jon Torgerson motioned to approve the letter to be sent to the membership. Mike Ryan seconded. Six voted yes, 0 no.

AE2S Meter Pit Project Storage Tank Update

Leroy Steun is anxious to restart the meter pit project once the construction season begins on May 1, 2024. Leroy has been good to work with and ensures that if he sees a problem, he takes care of it immediately. Linda recommends an assessment of the larger commercial 2" meters and meter pits needed to complete the Barefoot, Terry Peak Lodge, and Terry Peak Ski Area. Installing the meter pits at some services at Barefoot Resort could be particularly complicated. It might be worth it for Leroy, Dylan, and Casey to get together to make a plan to tackle a couple of these commercial meter pits at Barefoot.

We have officially closed on the Storage Tank Project loan. Casey will coordinate with Jennifer Sietsema to ensure the Storage Tank Project loan paperwork is followed through with the state and that once the state has completed its end of the paperwork. Once Casey ensures the state has completed the paperwork, he will get started on the survey and task order.

Ordinance Revisions

With the increase in materials costs and a restructuring of the new hook-up process, ordinance changes need to be made, and the new service hook-up fee needs to be also increased, as well as a revision regarding finalizing a final bill to change owners. Linda is proposing the following changes;

SECTION A. 1.a. Residential Connection Fee goes from \$4,500 to \$6,500.

b. Commercial Connection Fee goes from \$5,500 to \$8,500.

2. There will no longer be a discount. (Replaced with) - The Connection Fee includes the materials and installation of the saddle onto the water main, the copper line from the saddle to the curb stop valve, the curb stop valve, and the copper line from the curb stop valve to the meter pit and the meter pit. All excavation costs for the new water service are the sole responsibility of the property owner.

3. The application and fee must be received by Sept 15 for hook-up to occur before Oct 1 (rather than Sept.17).

SECTION B. 9. (This statement has been removed): The property owner must supply and install the specific meter pit.

SECTION C. 16. (Replaced with) The TTWD Plumbing Contractor will install all materials from the main to the meter pit. A contractor licensed to install utility lines must install the service line from the meter pit to the home.

SECTION G. 30. (Replaced with) TTWD doesn't perform a special reading for an account's final billing. Any prorations need to be handled directly between the seller and the buyer.

SECTION N. 48. Developer disbursement allowance (Replaced with) \$4,000 per hook-up.

In section A. 2, Jon Torgerson requests that a note be added to say, "This doesn't include any excavation. All Excavation is to be done at the owner's expense."

*Mike Hale motioned to approve the ordinance changes as requested above, adding "No Excavation Included; all excavation cost is at the property owner's expense" on Section A .2. Janell Berg seconded. Six voted yes, 0 no.

2024 New Water Service Application

With the changes in the Ordinance, the New Water Service Application Needs to be revised. Linda has presented the new application to comply with the newly approved ordinance.

*Janell Berg motioned to approve the New Water Service application as presented. Bill London seconded. Six voted yes, and 0 voted no.

Stuen Construction LLC Agreement

Linda presented a copy of the signed Stuen Construction Plumbing Contractor Agreement for the record.

BOD Per Diem

Mike Hale presents the new federally allowed Board of Directors Per Diem, which is currently \$166 per meeting for 2024. If a BOD incurs more than \$166 to participate in the meeting, they would be allowed to submit the extra expense. If a BOD participates in a meeting electronically (phone, Zoom, etc.), they would also be eligible for the per diem.

*Mike Hale motioned to approve the new BOD per diem for each meeting of \$166 and to include BOD members participating in meetings electronically. Janell Berg seconded. Six voted yes, 0 no.

Miscellaneous

Linda will not be available from June 8 to 16.

2024 Meeting Dates

The scheduled meeting dates for 2024 are:

June 24

August 26

November 18

Respectively Submitted by Linda Derosier

The meeting Adjourned at 5:01 p.m.