

1/10/2024

SPRING CREEK / COW CREEK SANITARY
DISTRICT MEETING MINUTES
MONTHLY MEETING
Wednesday, January 10, 2024

The regular monthly meeting of the Spring Creek/Cow Creek Sanitary District was held at the Boat House Bar & Grill on Wednesday, January 10, 2024. Chairman Schuh called the meeting to order at 6:01 p.m.

Chairmen Schuh, Bacon, Schneider, Konda, Superintendent Zuber, and Clerk Anderson were in attendance, along with 1 resident. Treasurer Wiseman, Attorney Miller, 2 residents and 4 guests attended via Zoom videoconference.

Schuh requested a motion to approve the agenda. Konda made a motion to approve the agenda. Schneider seconded. All voted in favor. Motion carried.

Schuh asked the Board to declare any Conflicts of interest. None were declared.

Schuh noted the following items in the President's message: -Happy New Year!

-Looking back to 2023, our Board has accomplished a lot:

- We implemented a 5-person board which helps with decision making.
- We finalized the Tower Project, are finishing the Sewer Project, and are finalizing the District Development Standards.

-Looking into 2024, we still have a lot to do:

- Starting on water tower erection, completing the Development Standards and getting funding and grants for the Sewer Project.

-If we work like a team, a lot can be accomplished.

President Schuh recommends anyone bringing information requiring board action be submitted to the Clerk within 7 days prior to the monthly meeting. This will allow time for each Board member to review the request prior to meeting discussions.

Schuh requested comments on the 12/13/2023 meeting minutes. Hearing none Schuh made a motion to approve the 12/13/2023 meeting minutes. Bacon seconded. All voted in favor. Motion carried.

Schuh requested Superintendent Zuber present his report to the Board. He reported that total gallons of water used in December were approximately 711,000, or 22,000 gallons per day. He noted December usage is 100,000 gallons less than December, 2022. We did not do a gallons-in versus gallons-out report this month.

Zuber recommends we analyze this on a semi-annual basis. Other items noted:

1. The District passed all Bac-Ts this month, meaning we have passed all water testing for 2023.
2. Only issue to report is that the boring company nicked one of our 2" lines by the fish cleaning station at Cow Creek, causing a water outage for a few hours. He noted the District needs to update the master map with Bartlett & West.
3. Zuber reported the tractor has been posted to the online auction site. No bids have been made yet, but it is online.
4. Konda asked if there was any progress on the delinquent account and the inability to access the resident's curb stop. Zuber responded that he was aware of no progress on collection. The Board further discussed how to resolve the issue with the resident.

1/10/2024

Schuh requested Anderson to present the Treasurer's Report for month-ending December, as Wiseman was having trouble with his Zoom connection. Anderson noted the operating expenses are leveling off since the preliminary improvement expenses were done. As Zuber noted in his report, since water usage is down, so is income. Anderson also noted that the District income came in well under budget, as unanticipated events impacted new hookup fees. Anderson reported the 2024 Budget has been approved with new water to sewer allocations. She also stated the District has received 2 rounds of reimbursements so far on the water project, one against the Loan Fund and the other against the Grant Fund. Konda made a motion to approve the Treasurer's report. Schneider seconded. All voted in favor. Motion carried.

Schuh requested Clerk Anderson to present the monthly Accounts Payable to the Board. Anderson Nill & Associates - \$4,746.50; AT&T Mobility - \$739.48; Forrest Zuber - \$450.00; Lammers, Kleibacker, et al - \$3,525.00; Maguire Iron, Inc. - \$164,205.15; Mid Dakota RWS - \$4,736.48; SD Public Health Lab - \$30.00; SD 811 - \$11.55. Schuh made the motion to approve the bills as presented. Bacon seconded. All voted in favor. Motion carried.

Schuh requested Jim Ross to update the District on the sewer facilities plan. Bartlett & West (B&W) has letters ready to go out on the environmental permit for the force main alignment. DANR has stated that the nitrogen & phosphorous restrictions are less than anticipated. He also mentioned the Board needed to review the specs for the building to accommodate board meetings as well as a shop facility. Ross stated the next step is to start the archaeological process on the SDGF&P land that is going to be directionally drilled.

Schuh asked Lyle Schumack to update the board on the Elevated Tank Project.

-Schumack reported that the SD DANR met on Jan. 4, 2024 and accepted the District's additional funding request for \$792,000, including a \$300,000 Loan and a \$492,000 Grant.

-Schuh read SRF Resolution 2024-1: A RESOLUTION GIVING APPROVAL TO CERTAIN DRINKING WATER FACILITIES IMPROVEMENTS; GIVING APPROVAL TO THE ISSUANCE AND SALE OF A PROJECT REVENUE BOND TO FINANCE, DIRECTLY OR INDIRECTLY, THE IMPROVEMENTS TO THE FACILITIES; APPROVING THE FORM OF THE LOAN AGREEMENT AND THE PROJECT REVENUE BOND AND PLEDGING PROJECT REVENUES AND COLLATERAL TO SECURE THE PAYMENT OF THE BOND; AND CREATING SPECIAL FUNDS AND ACCOUNTS FOR THE ADMINISTRATION OF FUNDS FOR OPERATION OF THE SYSTEM AND RETIREMENT OF THE BOND AND PROVIDING FOR A SEGREGATED SPECIAL CHARGE OR SURCHARGE FOR THE PAYMENT OF THE BONDS. Schneider made a motion to approve SRF Resolution 2024-1. Konda seconded. All voted in favor. Resolution passed.

-Schuh asked if the Board had any questions on Pay Application No. 2, requesting \$140,169.51 for reimbursement. Konda made a motion to authorize Chair Schuh to sign Pay App No. 2. Schneider seconded. All voted in favor. Motion carried.

-Schuh asked Schumack if we have received the Extreme Panel Change Order, for a project decrease of \$8,320. Konda made a motion to authorize Chair Schuh to sign the Change Order when received. Schneider seconded. All voted in favor. Motion carried.

Schuh made remarks concerning the Uniform Development Standards as changes still need to be made. Konda asked what changes need to be made. The Board has been working on this for quite some time. Mr. Ross of Bartlett & West stated the draft could be available by Jan. 18th if the board comments were compiled and sent to him in a timely manner. In order to meet publication deadlines prior to expiration of the moratorium, the second reading of Ordinance No. 10 would have to be held on Feb. 5, 2024. The Board discussed moving the regular monthly meeting to that date instead of holding a special meeting for the second reading. Schuh made a motion

1/10/2024

to change the date of the February monthly meeting to MONDAY, FEBRUARY 5, 2024 and to table the second reading of Ordinance 10 to that date. Schneider seconded. All voted in favor. Motion carried.

Schuh asked for an update on Codger's Castaway Development. She noted an email as received from the developer's engineer, Jason Smith containing the Completion Form and As-Built Phase 1. Schuh asked the developer to present a fully-completed file transmission to the board, including all testing data, easements and requested information instead of multiple individual emails. Konda asked that the easements be marked on the map prior to submittal to the Board. Schuh noted that the items received so far have been submitted to the District's engineer for review. He will be compiling a list of items needed to approve the development. The developer asked what the time frame would be for them to receive the list of items. Developer also stated that Bac-T tests have been submitted to the State. The development's lift station is still being worked on. The contractor is currently building the master panel and hopes to be ready by month-end.

Developer asked to reiterate his understanding of the Board's requirements. They will compile data on a flash drive for a full submission to the Board. He understands that the District's engineer will send them an email with Board requests. The Board also asked for a full set of plans, as none have been received to date. Developer's engineer inquired if the Board needed a full set of plans and not just the sewer & water as-builts. The Board responded that they need the full set of plans for the development, not just the sewer and water plans.

Schuh opened the floor for public comment.

-Konda asked Sup. Zuber to invite his on-call employee to the next meeting so the Board could meet him. - Andrew Utech stated that he provided Sup. Zuber with a flash drive containing pictures as requested by the Board.

With no further business to discuss, Wiseman made a motion to adjourn the meeting at 7:05 p.m. Schneider seconded. All voted in favor. Motion carried.

SIGNATURES TO FOLLOW

Kathleen Schuh, Board Chairman

ATTEST:

Clerk