



LOCATION:

USGS

1608 Mt. View Rd.
Rapid City, SD 57702
Phone: (605) 394-3200

AGENDA

**Wednesday, January 16, 2013
2:00 P.M.**

ROLL CALL OF MEMBERS

APPROVAL OF AGENDA

MINUTES OF PREVIOUS MEETING

- December 19, 2012 and special meeting December 31, 2012

REPORTS

- Overview of USGS Gauging Station Program – Dan Driscoll
- Overview of West Dakota Water Development District – Van Lindquist
- Pennington County Commission Meeting Report – West Dakota Area II Director
- Black Hills Area RC&D Meeting Report – Director Lavern Koch
- South Dakota Water Development Districts Managers’ Meeting Report- Denise Livingston
- Water Projects Report - RCAC

OLD BUSINESS

- End-of-Year Closeout for 2012
- Accounting and Miscellaneous Bookkeeping Items

NEW BUSINESS

- Authorization for Audit
- Designation of Official Newspaper(s)
- Election of Officers
- Board Vacancies
- Professional Services

ITEMS FROM DIRECTORS

ITEMS FROM PUBLIC

ADMINISTRATIVE ITEMS

- Payment of Bills and Transfer of Funds
- 2013 Meeting Schedule
- Next Meeting Date – March 20, 2013

ADJOURNMENT

WEST DAKOTA WATER DEVELOPMENT DISTRICT
Draft Meeting Minutes for January 16, 2013
Subject to board approval at March meeting

Members Present: Lavern E. Koch, Orland Paulsen, J. Foster Sawyer, Dan Richer, Tim Rogers, Steve Hasenohrl, Robert Akers, Kenneth E. Jasper

Members Absent: Sandra Beshara

Guests Present: Mark Anderson and Dan Driscoll, U.S. Geological Survey; Blaise Emerson, Black Hills Council;; Joanne Noyes, South Dakota Geological Survey; Alvis Lisenbee, South Dakota School of Mines and Technology; Jay Gilbertson, East Dakota WDD; George and Carol Ferebee, private citizens

Staff Present: Denise Livingston, manager

Chairman Paulsen called the meeting of the West Dakota Water Development District Board to order at 2:00 P.M. Roll call was taken, and a quorum was declared present.

APPROVAL OF AGENDA

Chairman Paulson suggested moving the Oath of Office to the top of the agenda. Director Sawyer moved to approve the agenda as amended. Director Koch seconded. The motion passed unanimously.

Lavern Koch, Area 4 Director; Dan Richer, Area 2 Director; and Kenneth Jasper, Area 7 Director were sworn in. Sandra Beshara was not present and will be sworn in at the March meeting.

Director Richer made a motion to move Board Vacancies as the next order of business. Director Sawyer seconded. Motion passed unanimously.

Chairman Paulsen asked each of the Petitioners to introduce themselves; Area 5 candidates Robert Akers and William Freytag, Area 6, Tim Rogers and Area 9 Steve Hasenohrl.

After the introductions Tim Rogers and Steve Hasenohrl were sworn into office.

Directors voted by ballot for Area 5 Director. The vote was tied. Chairman Paulson broke the tie and Robert Akers became Area 5 Director.

MINUTES OF PREVIOUS MEETINGS

Director Jasper moved for approval of the December 19th Meeting Minutes; Director Koch seconded. Motion passed.

Director Jasper moved for approval of the December 31st Meeting Minutes; Director Sawyer seconded. Motion passed.

REPORTS

Overview of USGS Gauging Station Program – Dan Driscoll and Mark Anderson from the USGS gave a presentation on the USGS Gauging Station Program and West Dakota’s involvement. Mr. Driscoll gave the Directors a copy of the “Atlas of Water Resources in the Black Hills Area”. This publication contains data collected from the gauging stations and was a joint effort with West Dakota in the making.

Mr. Anderson highlighted the efforts of West Dakota and the success West Dakota has had in leveraging funds for the District area.

Overview of West Dakota Water Development District – This agenda item was moved to the March meeting.

Pennington County Commission Meeting Report – Director Richer said that he attended the Pennington County Commission Meeting and had no issues to report.

Black Hills Area RC&D Meeting Report - Director Lavern Koch gave report on Black Hills Area RC&D Meeting. The Pine beetle was the main topic covered in the last meeting. Also Director Koch indicated that Black Hills RC&D is not interested in pursuing the service contract currently held by RCAC but does want to work more closely with RCAC and West Dakota.

Manager’s Report - Denise Livingston gave a Manager’s report of her activities since January 1. Ms. Livingston attended several meetings in Pierre with other Water Development District managers the week of January 7th. Ms. Livingston asked for the board’s approval to proceed with creating an informational poster board similar to other Water Development Districts to help promote West Dakota Water Development District. Director Koch moved, Rogers seconded, motion passed.

Also included in Manager’s Report:

- Confirmation of the new office location for West Dakota is 550 N. 5th Street, Suite 110 Rapid City.
- Ms. Livingston called attention to the email correspondence from DENR in response to WDWDD letter dated Jan. 2, 2013 regarding Rapid City’s Groundwater Discharge Permit.
- Discussion on West Dakota’s participation in the upcoming Black Hills Hydrology conference.

Water Projects Report -Ms. Livingston gave report on water projects in the West Dakota Water Development District listed in the 2013 State Water Plan and two projects applying to the State Water Plan; Countryside and Valley View Estates.

OLD BUSINESS

End-of-Year Closeout for 2012 – Ms. Livingston called attention to the Year-to-Date Budget included in the Board’s meeting packets.

Accounting and Miscellaneous Bookkeeping Items - Ms. Livingston asked the board for permission to purchase QuickBooks Pro. Director Jasper moved to purchase QuickBooks not to exceed \$250. Director Sawyer seconded. Motion passed.

Designation of Depository - Ms. Livingston asked the board if Wells Fargo will continue to be the official depository of West Dakota. Director Richer and Jasper suggested that the board

consider using a local bank. Director Richer made a motion to research local banks; Director Sawyer seconded. Motion passed. *Designation of Depository* will be a March agenda item.

NEW BUSINESS

Authorization for Audit- Chairman Paulsen, Mr. Gilbertson and Mr. Emerson informed the Board that an audit was no longer a requirement of the State for Water Development Districts with revenues less than \$250,000. As Per SDCL 46A-3D-4 a district may submit an annual report in lieu of an audit. Director Sawyer moved to obtain 3 quotes from auditors for the cost of compiling an annual report; Director Richer seconded. Motion passed. Ms. Livingston will report on the quotes at the March meeting.

Designation of Official Newspaper(s) Chairman Paulsen asked the board if they wished to retain all three newspapers (*Rapid City Journal, New Underwood Post* and *Hill City Prevailor*) as the District's official newspapers.

Director Jasper moved to designate the *RAPID CITY JOURNAL, NEW UNDERWOOD POST AND HILL CITY PREVAILER* as West Dakota's official newspapers; Director Koch seconded and the motion passed unanimously.

Election of Officers -Chairman Paulsen turned chairmanship of the meeting over to Ms. Livingston for the election of Board Chair. Ms. Livingston opened the floor to nominations. Director Sawyer moved to retain Orland Paulsen as Board Chair; director Jasper seconded. Director Jasper moved that nominations cease; Director Koch seconded. Motion passed unanimously. Ms. Livingston returned the chairmanship of the meeting back to Chairman Paulsen.

Chairman Paulsen opened the floor for nominations of Vice Chair. Director Jasper moved to retain Sandra Beshara; Director Koch seconded. There were no other nominations. Motion passed to retain Sandra Beshara as Vice Chair.

Chairman Paulsen opened the floor for nominations of Secretary. Director Koch moved to retain Foster Sawyer; Director Hasenohrl seconded. There were no other nominations. Motion passed to retain Foster Sawyer as Secretary.

Appointment of Treasurer - Chairman Paulsen suggested appointing Denise Livingston as Treasurer. Director Richer asked if she was bonded under the District's insurance. Director Sawyer moved to appoint Ms. Livingston as Treasurer subject to being bonded; Director Jasper seconded. Motion passed unanimously.

Professional Services -Chairman Paulsen stated we have a temporary service contract with RCAC and that Ms. Livingston has worked hard keeping the District moving forward over the last couple of weeks. Ms. Livingston thanked Mr. Gilbertson, Mr. Preheim and Mr. Emerson for their mentoring and guidance. Professional service contract will continue to be reviewed as an ongoing agenda item.

ITEMS FROM DIRECTORS

Director Rogers asked for clarification on the audit request. The request is to seek 3 price quotes for an annual report in lieu of an audit.

ITEMS FROM THE PUBLIC

Mr. Driscoll introduced Dr. Alvis Lisenbee to the new directors. Dr. Lisenbee has participated in several West Dakota research projects. Dr. Lisenbee will present more information on his involvement with West Dakota at the March meeting.

Mr. Ferebee voiced concern that lower Rapid Creek is impaired and questioned if the old sludge disposal site is a source of the contamination. He suggested that the Board still have DENR come to the next meeting to discuss this issue, explain the TMDLs, the Groundwater permit and if this area is still leaching nitrates into the creek. No Board action was taken.

No other items from the public.

ADMINISTRATIVE ITEMS

Payment of Bills and Transfer of Funds

Sandra Beshara	\$75.00
Lloyd M. Booher	\$104.00
George Ferebee	\$133.30
Gale Holbrook	\$175.00
Kenneth E. Jasper	\$176.48
Lavern E. Koch	\$223.10
Orland Paulsen	\$191.28
Dwight Peterson	\$175.00
Foster Sawyer	\$198.98
Bernard Marketing	\$151.07
Rapid City Journal	\$29.58
Rapid City Journal	\$249.60
New Underwood Post	\$93.90
Southern Hills Publishing	\$80.58
Wilson Olson and Nash	\$176.23
BH Regional Multi-use Coalition	\$100.00

Director Sawyer moved to approve payment of bills for the Month January 2013 in the amount of \$2333.10 and authorize the transfer of funds necessary for payment; Director Rogers seconded, and the motion passed unanimously.

Next Meeting Date – March 20, 2013

ADJOURNMENT

At 4:05 P.M., Director Jasper moved to adjourn; Director Rogers seconded. The motion passed unanimously.

Respectfully submitted,

J. Foster Sawyer, Secretary