

**DAKOTA DUNES COMMUNITY IMPROVEMENT DISTRICT  
BOARD OF SUPERVISORS REGULAR MEETING  
OCTOBER 19, 2015 – 7:00 P.M.  
335 SIOUX POINT ROAD, SUITE 200**

**MINUTES**

The Board of Supervisors met in a regular session on October 19, 2015, at 7:00 p.m., at 335 Sioux Point Road, Suite 200. Members present were: Messrs. Anderson (by telephone), Beaulieu, Kimmel, and Mr. Melstad and Ms. Grijalva. Also present was: Mr. Jesse, of Crary Law Firm, counsel for the CID. Employees present were: Dooley and Hoffman.

**1. APPROVAL OF SEPTEMBER 21, 2015 REGULAR MEETING MINUTES**

Following discussion, a motion was made by Mr. Melstad and seconded by Mr. Kimmel to approve the minutes of the September 21, 2015 regular meeting, as corrected.

Motion passed 5-0.

**2. TREASURER/FINANCIAL REPORT**

A motion was made by Ms. Grijalva and seconded by Mr. Kimmel to approve the September 2015 financial statements and the vouchers payable in the amount of \$537,776.22.

Motion passed 5-0.

**3. NEW BUSINESS**

- **RESOLUTION 10-2015-1 A RESOLUTION TO ADOPT AN ASSESSED VALUE DISCRETIONARY FORMULA FOR REDUCED TAXATION OF NEW STRUCTURES AND ADDITIONS PURSUANT TO SDCL 10-5-35**

Following discussion, a motion was made by Mr. Melstad and seconded by Mr. Kimmel to approve Resolution 10-2015-1.

Motion passed 5-0.

- **CLEAR WELL EXPANSION AND ADDITIONAL HIGH SERVICE PUMP PROJECT PAY REQUEST 2**

A motion was made by Mr. Kimmel and seconded by Mr. Melstad to approve pay request #2, to Building Crafts, Inc., in the amount of \$202,644.90 for the Clear Well Project.

Motion passed 5-0.

- SRF LOAN DRAW FOR PAY REQUEST 2

A motion was made by Mr. Melstad and seconded by Ms. Grijalva to authorize loan draw #2 on the SRF loan, for the Clear Well Project, in the amount of \$215,337.00, as presented.

Motion passed 5-0.

- AUTHORIZE BID NOTICE FOR BOBCAT LOADER REPLACEMENT

A motion was made by Mr. Kimmel and seconded by Mr. Anderson to authorize advertisement of bids for the Bobcat Loader replacement to be received in November for an early 2016 delivery.

Motion passed 5-0.

- DISCUSSION — CHANGES TO PERSONNEL MANUAL

Mr. Dooley reported that the staff has been working on a new personnel manual to replace the one originally approved in 2005. Mr. Dooley asked for direction on a few specific items addressed in the manual taken from the South Dakota Municipal League and updated for our use. When complete the manual will be presented for approval.

#### 4. OTHER

Mr. Melstad requested an update from Mr. Dooley on the September agenda item pertaining to speeding on East Pinehurst Trail. Mr. Dooley reported that the Sheriff had the trailer on East Pinehurst and collected data which was sent to the Board members as well and Mr. Kellen who was present at the September meeting. Mr. Dooley sent an email to residents and an article was in the *DD/NSC Times* newspaper addressing the issue as well. Mr. Dooley reported that he has asked SIMPCO for an additional data collector on East Pinehurst to track the speed and give traffic counts. This information will be sent on to the Board when available.

Ms. Grijalva reported that a resident called her to report oil stains in the street at 585 Fox Circle. The Board directed the District Manager to send a letter that it be cleaned up or we will clean it up at their expense.

- EXECUTIVE SESSION

A motion was made by Mr. Melstad and seconded by Ms. Grijalva to move into an executive session to discussion personnel matters.

Roll call was taken: Melstad – aye, Beaulieu – aye, Grijalva – aye, Kimmel – aye and Anderson – aye. Motion passed 5-0.

- EXECUTIVE SESSION CONTINUED

A motion was made by Mr. Kimmel and seconded by Mr. Melstad to move out of an executive session.

Roll call was taken: Melstad – aye, Beaulieu – aye, Grijalva – aye, Kimmel – aye and Anderson – aye. Motion passed 5-0.

No action was taken.

5. AJOURNMENT

A motion was made by Mr. Kimmel and seconded by Mr. Melstad to adjourn at 8:30 pm.

Motion passed 5-0.

Submitted by,  
Kim Hoffman, Secretary