

DAKOTA DUNES COMMUNITY IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS REGULAR MEETING
NOVEMBER 20, 2023 - 6:00 P.M.
WELCOME CENTER
335 SIOUX POINT ROAD, DAKOTA DUNES, SOUTH DAKOTA

MINUTES

The Board of Supervisors met in a regular session on November 20, 2023, at 6:00 p.m., at Welcome Center, 335 Sioux Point Road, Dakota Dunes. Members present were: Messrs. Beaulieu, Shorma (arrived at 6:02 p.m.), Wetz, Ms. Shanafelt and Ms. Finzen. Also present were: Mr. Jesse, of Crary Law Firm, counsel for the CID. Employees present were: Andrew Tramp and Amanda Sindelar. Public present: Gary Dickson

1. CALL TO ORDER

The regular meeting was called to order by Chairman Beaulieu.

2. PLEDGE OF ALLEGIANCE

Chairman Beaulieu led the recital of the Pledge of Allegiance.

3. APPROVAL OF AGENDA

A motion was made by Ms. Finzen and seconded by Mr. Wetz to approval the agenda.

Motion passed 5-0.

4. CONFLICTS OF INTEREST DISCLOSURE

No conflicts of interest were presented.

5. APPROVAL OF MEETING MINUTES

- OCTOBER 16, 2023 REGULAR MEETING MINUTES

A motion was made by Mr. Wetz and seconded by Ms. Finzen to approve the minutes of the October 16th, regular meeting.

Motion passed 4-0.

- NOVEMBER 6, 2023 SPECIAL MEETING MINUTES

A motion was made by Ms. Finzen and seconded by Ms. Shanafelt to approve the minutes of the November 6th, special meeting.

Motion passed 4-0.

5. APPROVAL OF MEETING MINUTES (CONTINUED)

- NOVEMBER 13, 2023 SPECIAL MEETING MINUTES

A motion was made by Ms. Shanafelt and seconded by Mr. Wetz to approve the minutes of the November 13th, special meeting.

Motion passed 4-0.

6. PUBLIC COMMENT

Public present: Gary Dickson. There was no comment from the public.

7. 2022 AUDIT PRESENTATION

Donald Klynsmas and Timothy Dutcher of Henjes, Conner & Williams, PC presented an overview of the 2022 annual audit. Following this overview, a motion was made by Mr. Wetz and seconded by Ms. Shanafelt to accept the 2022 annual audit. The audit has also been accepted by the South Dakota Department of Legislative Audit.

Motion passed 5-0.

8. TREASURER/FINANCIAL REPORT

A motion was made by Mr. Shorma and seconded by Mr. Wetz to accept the October 2023 financial statements and November 2023 vouchers payable in the amount of \$726,856.89.

Motion passed 5-0.

9. NEW BUSINESS

- AUDIT BIDS FOR YEARS 2023, 2024, 2025

- No bids were received. The board recommended Henjes, Conner & Williams, PC to continue conducting the annual audits for 2023, 2024 & 2025.

- NORTH SIOUX CITY MOU WATER SERVICE INTERCONNECT & CONFLICT OF INTEREST WAIVER

Following discussion, a motion was made by Mr. Shorma and seconded by Ms. Finzen to approve the North Sioux City Memorandum of Understanding Water Service Interconnect Agreement and the Conflict of Interest Waiver for Cray Huff and for Chairman Beaulieu to sign the documents.

Motion passed 5-0.

9. NEW BUSINESS (CONTINUED)

- 1st DRAFT OF ENTERPRISE FUND BUDGETS

Mr. Tramp discussed the 2024 Water Fund Budget which included a 5-year forecast and the North Sioux City water interconnect capital project. The Water Budget includes a proposed rate increase for 2024. The proposed rate increase consisted of the following:

	2023	2024
Water Base	13.11	15.11
Surcharge	6.98	8.68
Residential		
Tier 1: 0-7,000 gallons	1.72	1.79
Tier 2: 7,000-30,000	2.33	2.66
Tier 3: 30,000+	2.84	3.42
Commercial		
Tier 1: 0-10,000 gallons	1.72	1.79
Tier 2: 10,000-70,000	1.90	2.02
Tier 3: 70,000+	2.28	2.52
Irrigation		
Tier 1: 0-50,000 gallons	2.45	2.84
Tier 2: 50,000-170,000	2.68	3.18
Tier 3: 170,000+	3.27	4.09

The second and final draft of the 2024 Water Fund budget will be discussed at the next meeting on December 18, 2023.

Mr. Tramp discussed the first draft of the 2024 Sanitary Sewer Budget. The Sewer Budget proposed two options for rate increases. Option 1 included a \$0.33 per thousand gallon increase which is designed to cover the cost of the excess capacity over our usage contracted with Sioux City. Option 2 included a \$0.50 per thousand gallon increase to match Sioux City’s rate increase. Neither option increased the Sewer Base Charge. The board recommends to proceed with Option 2 for the final draft of the Sewer Budget. The second and final draft of the of the 2024 Sanitary Sewer Budget will be discussed at the next board meeting on December 18, 2023.

9. NEW BUSINESS (CONTINUED)

- WATER MAIN LOOPING PROJECT AND 2ND SEWER LINE PROJECT

- PAY ESTIMATE #4

Following discussion, a motion was made by Mr. Wetz and seconded by Ms. Finzen to approve Pay Estimate #4 for \$202,001.46 to Mark Albenesius, Inc.

Motion passed 5-0.

- SRF DRAWDOWN REQUEST #4

There was not a SRF Drawdown Request #4 available at this meeting. Mr. Tramp received notification later in the meeting that all funds have been drawn and local cash will be used for Pay Estimate #4.

10. EXECUTIVE SESSION – PRIMARY BANKING & PERSONNEL

A motion was made by Mr. Shanafelt and seconded by Mr. Shorma to move into an executive session at 7:47 p.m. to discuss primary banking and personnel.

Roll call was taken: Beaulieu – aye, Shorma – aye, Shanafelt – aye, Finzen – aye, Wetz – aye. Motion passed 5-0. Also in attendance were Jesse, Tramp and Sindelar. (Sindelar departed at 8:02 p.m.) (Tramp departed executive session at 8:20 p.m.)

A motion was made by Ms. Shanafelt and seconded by Mr. Shorma to move out of executive session at 8:33 p.m.

Roll call was taken: Beaulieu – aye, Shorma – aye, Shanafelt – aye, Finzen – aye, Wetz – aye. Motion passed 5-0.

A motion was made by Ms. Shanafelt and seconded by Mr. Wetz to move primary banking from Security National Bank (SNB) to Pioneer Bank for the following accounts:

- SNB Enterprise Fund Checking Account
- SNB Enterprise Fund Money Market Account
- SNB General Fund Money Market Account

Funds from these accounts will be transferred from Security National Bank to Pioneer in December 2023. The following accounts will be opened at Pioneer Bank:

- Pioneer Bank Enterprise Fund Checking Account
- Pioneer Bank Enterprise Fund Money Market Account
- Pioneer Bank General Fund Money Market Account

Motion passed 5-0.

11. OTHER

No other topics were discussed.

12. ADJOURNMENT

A motion was made by Ms. Shanafelt and seconded by Ms. Finzen to adjourn at 8:36 pm.

Motion passed 5-0.

Submitted by,
Andrew Tramp, Secretary