

DAKOTA DUNES COMMUNITY IMPROVEMENT DISTRICT
BOARD OF SUPERVISORS REGULAR MEETING
DECEMBER 18, 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 December 18, 2023, at 6:00 p.m., at Welcome Center, 335 Sioux Point Road, Dakota Dunes. Members present were: Messrs. Beaulieu, Shorma, 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.

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 NOVEMBER 20, 2023 REGULAR MEETING MINUTES

A motion was made by Mr. Shorma and seconded by Ms. Finzen to approve the minutes of the November 20th, regular meeting.

Motion passed 5-0.

6. PUBLIC COMMENT

No public present at the meeting.

7. TREASURER/FINANCIAL REPORT

A motion was made by Ms. Finzen and seconded by Mr. Wetz to accept the November 2023 financial statements and December 2023 vouchers payable in the amount of \$530,388.50.

Motion passed 5-0.

7. TREASURER / FINANCIAL REPORT (CONTINUED)

- **TYSON COOLING TOWER SANITARY SEWER REBATE**

Following discussion, a motion was made by Mr. Shorma and seconded by Mr. Wetz to approve the 2023 annual sewer credit of \$6,052.50 for Tyson cooling tower and to terminate the annual credit after year 2024 or upon the sale of the property, whichever is sooner.

Motion passed 5-0

8. NEW BUSINESS

- **DESIGNATE LEADER COURIER 7 DAKOTA DUNES / NORTH SIOUX CCITY TIMES AS THE OFFICAL NEWSPAPER FOR ALL PUBLICATIONS OF OFFICIAL BUSINESS IN 2024.**

A motion was made by Ms. Shanafelt and seconded by Mr. Shorma to designate Leader Courier & Dakota Dunes / NSC Times as the official newspaper for all publications of official business in 2024.

Motion passed 5-0

- **ADVERTISE FOR PUBLIC BID WATER SYSTEM INTERCONNECT BETWEEN NORTH SIOUX CITY AND DAKOTA DUNES.**

This item was tabled until the next regular board meeting on January 16th, 2024.

- **NORTH SIOUX CITY MOU WATER SERVICE INTERCONNECT (REVISED)**

Following discussion, a motion was made by Ms. Shanafelt and seconded by Ms. Finzen to approve the revised North Sioux City Memorandum of Understanding Water Service Interconnect Agreement contingent upon North Sioux City's approval and for Chairman Beaulieu to sign the agreement.

Motion passed 5-0

- **QUOTE: BASS ADVERTISING (WEBSITE REDESIGN)**

Following discussion, a motion was made by Mr. Shorma and seconded by Mr. Wetz to approve the quote for Bass advertising for the website redesign for \$8,500.00.

Motion passed 5-0

8. NEW BUSINESS (CONTINUED)

- APPOINT ELECTION OFFICAL FOR 2024 ELECTION

Following discussion, a motion was made by Ms. Shanafelt and seconded by Mr. Wetz to appoint Amanda Sindelar as the election official for the 2024 election.

Motion passed 5-0

- SET TIME AND PLACE FOR 2024 ELECTION

Following discussion, a motion was made by Ms. Shanafelt and seconded by Mr. Wetz to set the time and place for the 2024 election as Saint Teresa of Calcutta and Holy Cross, both in Dakota Dunes, from 7:00 AM to 7:00 PM on June 4th, 2024.

Motion passed 5-0

- CHANGE ORDER NO. 2 – MARK ALBENUSIUS, INC WATER MAIN LOOPING & 2ND SEWER LINE PROJECT

Following discussion, a motion was made by Ms. Shanafelt and seconded by Ms. Finzen to approve change order No. 2 with Mark Albenesius, Inc for the Water Main Looping & 2nd Sanitary Sewer line project for a decrease of \$186,780.33 due to the removal of grass restoration (CID staff will restore grass in Spring 2024) and under run on quantities from managing the contractor.

Motion passed 5-0

- WATER MAIN LOOPING PROJECT AND 2ND SEWER LINE PROJECT – PAY ESTIMATE #5

Following discussion, a motion was made by Mr. Wetz and seconded by Mr. Shorma to approve Pay Estimate #5 for \$35,979.70 to Mark Albenesius, Inc.

Motion passed 5-0

8. NEW BUSINESS (CONTINUED)

- FINAL 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

Following discussion, a motion was made by Ms. Shanafelt and seconded by Mr. Shorma to approve the 2024 Water Fund Budget as presented. The rate increase will have two readings and a public hearing in 2024 before that increase goes into effect. The rates will be reviewed again in late 2024.

Motion passed 5-0

Mr. Tramp discussed the final draft of the 2024 Sanitary Sewer Budget. The Sewer Budget includes an increase to Sewer Rates by 10% or \$0.50 per thousand gallons to cover the cost of the excess capacity over our usage contracted with Sioux City. Following discussion, a motion was made by Ms. Shanafelt and seconded by Mr. Wetz to approve the 2024 Sanitary Sewer Budget as presented. The rate increase will have two readings and a public hearing in 2024 before that increase goes into effect. The rates will be reviewed again in late 2024.

Motion passed 5-0

8. NEW BUSINESS (CONTINUED)

- DISTRICT MANAGER POSITION

A motion was made by Ms. Shanafelt and seconded by Ms. Finzen to extend the offer of District Manager position to Andrew Tramp. Mr. Tramp accepted the offer.

Motion passed 5-0

A motion was made by Mr. Shorma and seconded by Mr. Wetz to appoint Mr. Tramp District Manager with an effective start date of December 1, 2023.

Motion passed 5-0

9. EXECUTIVE SESSION – ECONOMIC DEVELOPMENT & PERSONNEL

A motion was made by Ms. Finzen and seconded by Ms. Shanafelt to move into an executive session at 7:12 p.m. to discuss employee reviews and wage plan for 2024.

Roll call was taken: Beaulieu – aye, Shorma – aye, Shanafelt – aye, Finzen – aye, Wetz – aye. Motion passed 5-0. Also in attendance were Jesse and Tramp (Tramp departed at 7:30 p.m.)

A motion was made by Ms. Finzen and seconded by Mr. Shorma to move out of executive session at 7:58 p.m.

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

No actions were taken on Economic Development.

- 2024 WAGE PLAN

Following discussion, a motion was made by Ms. Shanafelt and seconded by Ms. Finzen to approve the wage plan as presented with an overall average wage decrease of 9.0 percent and an incentive pool of \$28,796.38 for 2023 work.

Motion passed 5-0

10. OTHER

No other topics were discussed.

11. ADJOURNMENT

A motion was made by Ms. Shanafelt and seconded by Ms. Finzen to adjourn at 8:05 p.m.

Motion passed 5-0.