

DAKOTA DUNES COMMUNITY IMPROVEMENT DISTRICT  
BOARD OF SUPERVISORS REGULAR MEETING  
DECEMBER 20, 2021 - 7:00 P.M.  
335 SIOUX POINT ROAD, SUITE 200

MINUTES

The Board of Supervisors met in a regular session on December 20, 2021, at 7:00 p.m., at 335 Sioux Point Road, Suite 200. Members present were: Messrs. Beaulieu, Melstad, Shorma and Ms. Finzen. Members not present were: Ms. Shanafelt. Also present were: Mr. Jesse, of Crary Law Firm, counsel for the CID arrived at 7:30 p.m. Employees present were: Jeff Dooley and Andrew Tramp.

1. PLEDGE OF ALLEGIANCE

Chairman Beaulieu led the recital of the Pledge of Allegiance.

2. APPROVAL OF NOVEMBER 15, 2021 REGULAR MEETING MINUTES

A motion was made by Mr. Melstad and seconded by Ms. Finzen to approve the minutes of the November 15, 2021 regular meeting with corrections as presented.

Motion passed 4-0.

3. PUBLIC COMMENT

No public present at meeting.

4. TREASURER/FINANCIAL REPORT

A motion was made by Ms. Finzen and seconded by Mr. Shorma to accept the November 2021 financial statements and December 2021 vouchers payable in the amount of \$215,780.05.

Motion passed 4-0.

- WATER AND SEWER DELINQUENT ACCOUNTS

Following discussion, a motion was made by Mr. Shorma and seconded by Ms. Finzen to send those accounts that have moved outside of the Dunes and are delinquent to collections if not paid in full before January 31, 2022.

Motion passed 4-0.

- TYSON COOLING TOWER SANITARY SEWER REBATE

Following discussion, the board has been notified that Tyson will receive an annual sewer credit of \$5,486.58 for the cooling tower.

## 5. NEW BUSINESS

- **BID AWARD – 2022 FILTER MEDIA REPLACEMENT PROJECT**

Following discussion, a motion was made by Ms. Finzen and seconded by Mr. Melstad to award the bid to the lowest responsible bidder Rubin Construction, LLC to not exceed \$197,000.00 for the 2022 Filter Media Replacement Project and authorize the District Manager or Chairman to sign the documents. There were two other bids by Industrial Process Technology, Inc for \$231,800.00 and by Otter Creek Mechanical, Inc for \$221,316.00.

Motion passed 4-0.

- **FINAL DRAFT OF 2022 WATER FUND BUDGET**

Following discussion, a motion was made by Mr. Melstad and seconded by Ms. Finzen to approve the 2022 Water Fund Budget without a rate increase. The rates will be reviewed again in the second half of 2022.

Motion passed 4-0.

- **FINAL DRAFT OF 2022 SANITARY SEWER BUDGET**

Following discussion, a motion was made by Mr. Shorma and seconded by Mr. Melstad to approve the 2022 Sanitary Sewer Budget with a potential rate increase in July 2022. The rate increase will have a two reading and a public hearing in 2022 before that increase goes into effect. The potential rate increase would increase the fixed base charge for Residential from \$16.00 (current) to \$18.00 and for Commercial \$32.00 (current) to \$36.00 the rate per thousand gallons of sewer would increase from \$4.00 (current) to \$4.50. The rates will be reviewed again in late 2022.

Motion passed 4-0.

- **APPOINT ANDREW TRAMP ELECTION OFFICIAL FOR 2022 ELECTION**

A motion was made by Ms. Finzen and seconded by Mr. Melstad to appoint Andrew Tramp as the 2022 Election Officer.

Motion passed 4-0.

- **SET TIME & PLACE FOR THE 2022 ELECTION**

A motion was made by Mr. Melstad and seconded by Ms. Finzen to align the 2022 Election with Union County Primary Election on June 7, 2022.

Motion passed 5-0.

6. EXECUTIVE SESSION – WAGE PLAN

A motion was made by Mr. Melstad and seconded by Ms. Finzen to move in an executive session to discuss employee reviews and wage plan for 2022.

Roll call was taken: Shorma – aye, Beaulieu – aye, Melstad – aye, Finzen – aye. Motion passed 4-0. Also in attendance were Jesse and Dooley.

A motion was made by Mr. Shorma and seconded by Ms. Finzen to move out of the executive session.

Roll call was taken: Shorma – aye, Beaulieu – aye, Melstad – aye, Finzen – aye. Motion passed 4-0.

A motion was made by Mr. Melstad and seconded by Ms. Finzen to approve the wage plan as presented with an overall average wage increase of 4.5 percent and an incentive pool of \$22,741.06 for 2021 work.

Motion passed 4-0.

7. OTHER

- No other topics discussed

8. ADJOURNMENT

A motion was made by Mr. Melstad and seconded by Ms. Finzen to adjourn at 9:14 pm.

Motion passed 4-0.

Submitted by,  
Andrew Tramp, Secretary