

RAPID VALLEY SANITARY DISTRICT
BOARD OF TRUSTEES MEETING
MARCH 11, 2024

Chairman Andy Fitzgerald called the meeting to order at 6:00 p.m. Present at roll call were Bob Phillips, Jennifer Battles, Shirley Haines, Carrie Wheeler, Connie Olson, Eric Krebs, Tim Roth, and Diana Nelson. Also, in attendance were Ted Shultz with Foth Engineering, Casey Skillingstad, and Ron Williams with AE2S Engineering, District Attorney Talbot Wieczorek, Manager Rusty Schmidt, District Clerk Sara Bender.

APPROVAL OF AGENDA: A motion was made by Tim Roth to approve the agenda. The motion was seconded by Shirley Haines. Motion carried.

APPROVAL OF MINUTES: A motion was made by Connie Olson to approve the minutes from the February meeting. The motion was seconded by Carrie Wheeler. Motion carried unanimously.

APPROVAL OF FINANCE REPORT: The financial reports were distributed to the Trustees for their review prior to the meeting. A motion was made by Diana Nelson to approve the Finance Report. Bob Phillips seconded the motion. Motion carried unanimously.

ITEMS FROM THE PUBLIC: None

PRESIDENT'S REPORT:

1. **Engineer Services for Task Orders on Collection and Reclamation Project Scope:** Foth has been contracted to perform the preliminary scope of collection project costs with the focus being on disconnecting of the 19 connection points with the City of Rapid City. This is currently only the planning phase with completion in June. AE2S is contracted to provide the preliminary scope for the reclamation facility costs AE2S is also drafting the CMAR qualifications for advertisement and that is expected to be done by May 1st. At that time, we should have a better idea of a cost estimates so we are able to make an informed decision to move forward with the reclamation facility or continue negotiations with the City.

2. **Drinking Water Surcharge Revenue Bond 2023 7th Draw Amount:** The 7th draw amount for engineering services with AE2S is \$4183.40 with the total to date of \$522,638.90.

MANAGERS REPORT

3. **Monthly Water Loss and Leak Detection:** Water loss for February was 11.3%, which is an improvement from last month as well as this time last year. There was a substantial leak found on Helios St that has been repaired. This repair dropped the daily usage for that area substantially. The leak detection trailer is operational and working very effectively. This allows the service team to complete detection a full street at a time without disruption of service for any customers.

PROJECTS AND FUTURE DEVELOPMENT

4. **Apple Valley Housing Project Update:** Iron Horse Construction has over 2,000 feet of sewer installed on Anderson Rd. Dream Construction has all the water main installed on Long View and will be going south on Anderson Rd. Site Works has started on the interior sewer mains for this development.

OTHER TOPICS

5. **SD DANR Approval of RVSD Water System Improvements – 2 Million Gallon Storage Reservoir and RVSD Water System Improvements 12” Water Main and Connection to Box Elder:** A preconstruction meeting was held for the 12” water main project. Site Works is expected to start construction in June with completion the end of the summer. The bid opening for the Madison Well was March 6th. There were 3 bidders Hydro Resources, Layne Christensen, and Earth Energy and Water Systems. The engineers estimate for the base project was 2.8 million with alternate 1 bid for sound barriers of \$275,000.00 and alternate 2 for well stimulation of \$200,000.00. Hydro Resources submitted a base bid of 3,197,700.00, alternate 1 of \$210,000.00 and alternate 2 of \$115,000.00. Earth Energy and Water Systems submitted a base bid of \$4,063,010.93 alternate 1 \$232,400.00 and alternate 2 \$32,697.00. Layne Christensen submitted a base bid of \$6,593,199.00, alternate 1 \$356,000.00 and alternate 2 \$427,620.00. A motion was made by Connie Olson to approve the bid award to Hydro Resources with a base bid of 3,197,700.00, alternate 1 of \$210,000.00 and alternate 2 of \$115,000.00. The motion was seconded by Carrie Wheeler. Motion carried unanimously.

6. **Rapid City Public Works Proposed Rate Increase for Water Reclamation:** A motion was made by Connie Olson to move agenda item 6 to executive session. The motion was seconded by Tim Roth. Motion carried unanimously.

7. **Murphy Ditch Water Rights Inquiry:** A meeting was held with Mr. Simunek, the owner of Murphy Ditch water rights. He indicated that he would provide a proposal to bring to the board. Water Rights Division Mark Rath and Nakalia Steen have authorized 110-acre feet for transfer. The manager has had a couple of discussions with Mr. Simunek on price negotiations. The consensus of the trustees was to allow the Manager to continue negotiations.

8. **Cost of Services Analysis Contract:** AE2S has been working on an updated master plan and updates to our GIS system. This COSA study is pertinent to the growth we are experiencing and the potential increase in large capital projects along with a COSA for Box Elder to determine rates. The cost of this study is approximately \$70,000.00 A motion was made by Shirley Haines to approve the cost of the COSA. The motion was seconded by Eric Krebs. Motion carried unanimously.

9. **Policy and Investment Committee Recommendations for Changes in Commercial Charges and changes to Ordinance and Policies:** The Policy and Investment Committee consisting of Diana Nelson, Connie Olson, Jenny Battles and Tim Roth met on February 28th to review and propose recommendations for changes. Connie Olson presented a summary of changes to the Policy and Procedures Manual, Investment policy and Financial Policy. At the recommendation of the committee, all the proposed changes to the Policy and Procedures Manual, Investment policy and Financial Policy were adopted. The committee also reviewed and has proposed the following changes to Water Use Resolution Attachment A and Sewer Use Resolution Attachment B:

WATER USE RESOLUTION ATTACHMENT A
RAPID VALLEY SANITARY DISTRICT - WATER SERVICE

**RESIDENTIAL
EXTENSION/Impact
FEES**

Per Lot (extension of main) **\$700.00**

**RESIDENTIAL
CONNECTION Impact FEES**

Curbstop connection **\$750.00**
approved 8/9/21
 New Meter Charge \$267.50
 Meter Installation/Wiring \$15.00

METER DEPOSITS

3/4" \$10.00
 1" \$15.00
 1 1/4" \$25.00
 1 1/2" \$35.00
 Renters \$100.00
renters deposit increased as of 5/1/17

WATER RATES

Hydrant Meter
 Per 1,000 gallons \$9.00
rate chg effective 5/1/17
 Service Charge for use of
 meter \$100.00

WATER THEFT

Bypassed Meter
 1st offense \$150.00
 2nd offense \$250.00
 3rd or more - \$500.00
 May be prosecuted by law
 Theft from Fire Hydrant \$500.00

COMMERCIAL

RESIDENTIAL WATER RATES

Monthly Minimum Charge \$20.85
 0 - 20,099 gallons 4.64/1000gal
 20,100 gallons or more 5.10/1000gal

SURCHARGE

Well/Tank monthly surcharge \$1.55 per user

OTHER CHARGES

Late Charge \$9.00
 Shut-off Notice Mailed \$10.00
 Contact Acct \$17.00
 Disconnect for nonpayment \$25.00
 Green Valley Admin
 Chg/Month \$7.50
current market price
 Dual Check Backflow

OTHER CHARGES

Insufficient Funds Check
 (NSF) \$35.00
 Disconnect for NSF \$25.00
 Seasonal Disconnect \$15.00
 Frozen Meter Charge \$20.00
 After hours non-emergency \$75.00
 Public Records Requests \$40 per hour
 Exceeding 1 hr Staff time

passed 11-14-22

**WATER
RESTRICTIONS**

1st offense written warning
 2nd offense \$25.00
 3rd or more \$50.00
 May be prosecuted by law
 Water may be disconnected if fines are not
 paid within 10 days

EXTENSION/Impact FEES

Fees by size of service

1" Minimum fee (1 ac)	.032/sq/ft of phased lot/dev
\$1394.00	
2" Minimum fee (1 ac)	.032/sq/ft of phased lot/dev
\$1394.00	
4" Minimum fee (1 ac)	.032/sq/ft of phased lot/dev
\$1394.00	
6" Minimum fee (1 ac)	.064/sq/ft of phased lot/dev
\$2787.00	
8" Minimum fee (1 ac)	.064/sq/ft of phased lot/dev
\$2787.00	

COMMERCIAL CONNECTION Impact FEES

Fees by size of service

1" Minimum fee (1 ac)	.034/sq/ft of phased lot/dev
\$1481.00	
2" Minimum fee (1 ac)	.034/sq/ft of phased lot/dev
\$1481.00	
4" Minimum fee (1 ac)	.034/sq/ft of phased lot/dev
\$1481.00	
6" Minimum fee (1 ac)	.068/sq/ft of phased lot/dev
\$2962.08	
8" Minimum fee (1 ac)	.068/sq/ft of phased lot/dev
\$2962.08	

COMMERCIAL WATER RATES & IRRIGATION METERS

Rate Determined by Meter

METER SIZE

METER SIZE	MONTHLY MINIMUM
3/4"	\$21.68
1"	30.15
1.5"	50.76
2"	67.91
3"	114.39
4"	183.15
6"	370.62
8"	594.40

COMMERCIAL WATER RATES PER/1000 GALLONS

\$5.67
\$5.67
\$5.67
\$5.67
\$5.67
\$5.67
\$5.67
\$5.67

COMMERCIAL

METER DEPOSITS

2"	\$50.00
3"	\$75.00
4"	\$100.00
6"	\$150.00
Hydrant Meters	\$1,500.00

Commercial meter charges are retail price of the meter plus 10%

MULTI FAMILY COMMERCIAL

**EXTENSION/Impact
FEES**

Multi Level minimum (1ac) fee \$9583.00	.22/sq/ft of phased lot/dev
Single Level minimum (1ac) fee \$5488.00	.126/sqft of phased lot

MULTI FAMILY COMMERCIAL

CONNECTION Impact FEES

Multi Level	\$562.50/unit
Single Level	\$562.50/unit

**MULTI FAMILY
COMMERCIAL WATER
RATES**

Single metered Commercial Multi family
Water Rates Monthly
Minimum
50% of Current Residential monthly
Minimum x the # of units per building.

**COMMERCIAL WATER
RATES PER/1000
GALLONS**

\$5.67
\$5.67
\$5.67
\$5.67
\$5.67
\$5.67
\$5.67

**COMMERCIAL
METER DEPOSITS**

2"	\$50.00
3"	\$75.00
4"	\$100.00
6"	\$150.00
Hydrant Meters	\$1,500.00

Commercial meter charges are
retail price of the meter plus 10%

SEWER USE RESOLUTION ATTACHMENT B

RESIDENTIAL

EXTENSION/Impact FEES

Per Lot (extension of main) **\$700.00**

RESIDENTIAL

CONNECTION Impact FEES

Connection to sewer stub **\$750.00**

OTHER CHARGES

Late Charge **\$9.00**

Shut-off Notice Mailed **\$10.00**

sewer main jetting/camera **\$1.00/ft**

RESIDENTIAL SEWER RATES

Minimum **Monthly** Charge **\$24.99**

Per 1,000 gallons **\$5.88**

COMMERCIAL

EXTENSION/Impact FEES

Fees by size of service

4" Minimum fee (1 ac) **\$1394.00** .032/sq/ft of phased lot/dev

6" Minimum fee (1 ac) **\$2787.00** .064/sq/ft of phased lot/dev

8" Minimum fee (1 ac) **\$2787.00** .064/sq/ft of phased lot/dev

COMMERCIAL

CONNECTION Impact FEES

Fees by size of service

4" Minimum fee (1 ac) **\$1394.00** .034/sq/ft of phased lot/dev

6" Minimum fee (1 ac) **\$2962.08** .068/sq/ft of phased lot/dev

8" Minimum fee (1 ac) **\$2962.08** .068/sq/ft of phased lot/dev

COMMERCIAL SEWER RATES

rate determined by size of service

METER SIZE **Monthly** MINIMUM

3/4"	\$25.55	6.95
1"	48.50	6.95
1.5"	65.18	6.95
2"	87.01	6.95
3"	146.17	6.95
4"	194.04	6.95
6"	327.44	6.95
8"	437.13	6.95

COMMERCIAL SEWER RATES PER/1000 GALLONS

**MULTI FAMILY COMMERCIAL
EXTENSION/Impact FEES**

Multi Level .22/sq/ft of phased lot/dev
minimum (1ac) fee \$9583.00

Single Level .126/sqft of phased lot
minimum (1ac) fee \$5488.00

**Single metered Commercial Multi family Sewer Rates
Monthly**
Minimum 50% of Current Residential Monthly

**MULTI FAMILY COMMERCIAL
CONNECTION Impact FEES**

Multi Level \$562.50/unit

Single Level \$562.50/unit

**COMMERCIAL SEWER
RATES PER/1000
GALLONS**

3/4"	6.95
1"	6.95
1.5"	6.95
2"	6.95
3"	6.95
4"	6.95
6"	6.95

A motion was made by Connie Olson to approve the changes to Water Use Resolution Attachment A and Sewer Use Resolution Attachment B, with the rates being effective July 1, 2024 and the Extension and Connection Impact fees to take effect immediately, however the new fees will not affect any projects where the preliminary plans have already been submitted for review. The motion was seconded by Tim Roth. Motion carried unanimously.

10. Crosstek and Nanostone Testing: Crosstek sent 2 modules that have been running on the backwash skid. Nanostone will also be sending some modules to test.

Miscellaneous Info:

- Pictures of new ¾ ton truck and new loader
- Election Schedule is attached. The trustees up for election are Bob Phillips, Carrie Wheeler, and Tim Roth. Petitions can be picked up May 2, 2024
- RVSD new shop progress
- AE2S will have a draft report on the water and sewer master plan.
- Ennen housing project does not have any updates at this time.

A motion was made by Connie Olson to enter into executive session. The motion was seconded by Jennifer Battles. The trustees entered executive session at 7:27 pm.

The trustees came out of executive session at 8:00 pm. There being no further business, the meeting was adjourned.