

RAPID VALLEY SANITARY DISTRICT
BOARD OF TRUSTEES MEETING
APRIL 8, 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, Eric Krebs, Tim Roth, and Diana Nelson. Connie Olson joined the meeting via phone and Carrie Wheeler was absent. Also in attendance was Manager Rusty Schmidt and District Clerk Sara Bender. Joe Noble with AE2S joined the meeting at 6:30pm

APPROVAL OF AGENDA: A motion was made by Jennifer Battles to approve the agenda. The motion was seconded by Bob Phillips. Motion carried unanimously.

APPROVAL OF MINUTES: A motion was made by Bob Phillips to approve the minutes from the March meeting. The motion was seconded by Diana Nelson. 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. Shirley Haines seconded the motion. Motion carried unanimously.

ITEMS FROM THE PUBLIC: None

PRESIDENT'S REPORT:

1. **2024 Tax Levy Request:** The estimated maximum tax dollars available for 2024 taxes payable in 2025 is \$339,386.22. A motion was made by Diana Nelson to approve the 2024 tax levy request in the amount of \$339,386.22. Shirley Haines seconded the motion. Motion carried unanimously.

2. **Drinking Water Surcharge Revenue Bond 2023 8th Draw Amount for Engineering Services:** The 8th draw amount for engineering services with AE2S is \$8,461.50 with the total to date of \$531,090.40.

MANAGERS REPORT

3. **Monthly Water Loss and Leak Detection:** Water loss for March was very good at 4%. There was a substantial leak repaired on Helios St, in addition to a number of smaller leaks on Muckler, Spade and Valley Drive. The new leak detection trailer has been working great for detecting even the smallest leaks in a much faster time frame.

PROJECTS AND FUTURE DEVELOPMENT

4. **Apple Valley Housing Project Update:** The sewer on Anderson Rd for phase 1A is complete and tested and passed. The water main on Anderson Rd is partially complete. The bore crossing on Highway 44 is scheduled to start sometime in April. Fees for phases 1A and 1B are paid for a total of \$28,000 for 80 lots.

5. Ennen and Reservoir Project Update: Plans for phase 1A-1B are approved and signed. These phases will consist of 156 homes with 80 of them being 800 square feet or less. Construction for this project is expected to start sometime in June. The fees for this project have not been paid at this time.

OTHER TOPICS

6. County and State ARPA Projects Update: Quinn Construction is the subcontractor for Preload, the contractor who was awarded the contract for the 2-million-gallon storage reservoir. They will be starting some dirt work and exterior piping soon. Site Works will start on the water main to Box Elder sometime early summer with a completion date of late summer 2024. There is a pre-construction meeting scheduled this week with Hydro Resources for the Madison Well Project. They currently have an extra rig and are planning to start early. This is a project that runs 24 hours a day and will take approximately 60 days to complete. Residents and businesses near the well site will be notified individually of the potential noise disruption associated with the drilling. However, they will be putting up sound barrier walls to help with the noise.

7. Rapid City Public Works Updated Water Reclamation Agreement: A response to the letter received March 1st from Rapid City Public Works was sent on March 21st. We have not received a response or any contact from Rapid City Public Works in regard to the response. The group asked to have the Manager reach out to the state officials that were cc'd on both letters to provide an update on negotiations and regionalization efforts.

8. Murphy Ditch Water Rights Inquiry: A meeting was held recently with Mr. Scull to discuss the recently acquired water rights from his purchase of the Vessley property as part of Murphy Ranch phase 10B. Mr. Scull has agreed to sell these rights to the District at the cost of \$1713.76 per acre foot. The available rights for transfer are 11 acre feet or .07 CFS. An application has been sent to the state for the transfer which takes approximately 60 days. The consensus of the group was to purchase the rights and move forward with the sale.

9. Cost of Service Analysis: The Task Order has been signed for the Cost of Service Analysis and the requested system data has been submitted to AE2S. This will provide a 5-year rate plan including the impact of a new wastewater facility and outside users including Green Valley Sanitary District, Box Elder and Rapid City.

10. First Reading of Committee Recommendations for Ordinance Changes: The policy and finance committee met February 28th to review changes to the Water and Sewer Use Ordinance 14-1 and 14-2 the changes are as follows:

WATER USE ORDINANCE NO. 14-1 ARTICLE VII CONSUMER'S RESPONSIBILITY

I. All curb stops will be in accordance of the District's Design and Construction Standards (Attachment B). The top of each box installed shall be placed level with the ground and kept in working order. In the case of neglect, intentional damage or hindering access to the curb box the owner will either remove the hinderance, and or replace or repair the curb box within a reasonable amount of time, after being notified in writing, the District shall have the necessary repairs made and the cost of repairs billed to the property owner. The repair bill is to be paid within thirty days of the date on the invoice. If monthly payments are approved by the District, the owner will be billed for the cost of the repair plus ten percent (10%). The repair bill must be paid according to monthly payment schedule established or service will be disconnected. **The payment schedule for any repairs or other special circumstances that are**

approved by the District shall not exceed 6 months unless approved by the District Manager.

ARTICLE VIII

ACCESS TO CONSUMER'S PREMISES: LOCATION OF METERS

A. All authorized representatives of the District shall have access ~~during business hours at all reasonable hours~~, to the premises for the purposes of installing or removing District property, inspecting piping, reading or testing meters, or for any other purposes in connection with the District's services and facilities.

A motion was made by Diana Nelson to approve the proposed changes to Water Use Ordinance 14-1. Jennifer Battles seconded the motion. Motion carried unanimously.

ORDINANCE NO. 14-2

Sec. 9 The connection of a building sewer into the public sewer shall conform to the requirements of the City's building, plumbing, and utility codes, and any other applicable rules and regulations of the District, the City, and the State of South Dakota, and the procedures set forth in appropriate specifications of the A.S.T.M. and W.P.C.F. Manual of Practice No. 9 or ~~current additions~~. All such connections shall be made water tight and verified by proper testing. Any deviation from the prescribed procedures and materials must be approved by the Manager before installation.

A motion was made by Shirley Haines to approve the proposed changes to Sewer Use Ordinance 14-2. Bob Phillips seconded the motion. Motion carried unanimously.

Attachment "C"

WATER USE ORDINANCE and SEWER USE ORDINANCE RAPID VALLEY SANITARY DISTRICT - WATER SERVICE

MAINTENANCE/REPAIR/ REPLACEMENT AUTHORIZATION

The undersigned Owner(s) of the property located at _____ ("Property") hereby authorize Rapid Valley Sanitary District - Water Service (hereafter "District") to secure a qualified contractor to enter upon the premises serviced by the District to make such necessary maintenance, repair and/or replacement of service lines (water/sewer) as it deems necessary to maintain said service lines in a state of good repair in accordance with its ordinances and applicable law.

Except as otherwise provided herein (check the box below agreed upon by the District), the undersigned hereby acknowledges that the cost of any work relating to the maintenance, repair and/or replacement of the service line (water or sewer) to the above-described property shall be at the sole cost of the Owner(s). Owner(s) hereby agrees to save and hold the District harmless from any liability or costs arising out of such maintenance, repair and/or replacement of service lines to the property.

Unless other arrangements have been made by Owner(s) with the District prior to commencement of the work, Owner(s) acknowledges and agrees that upon receipt of the District's invoice, the Owner(s) shall remit payment in full to the District's office at 4611 Teak Drive, Rapid City, South Dakota 57703. Provided, however, if Owner(s) has made prior arrangements with the District, the District will schedule payments (plus a one-time service charge of ten percent [10%] of the total of the contractor's invoice) in equal monthly installments (without interest), in accordance with payment schedule to be determined by District. ~~The payment schedule for any repairs or other special circumstances that are approved by the~~

District shall not exceed 6 months unless approved by the District Manager.

The plumbing on the effluent side of the meter will be the responsibility of the property owner. Owner(s) understands and agrees that in the event the District schedules a plumber to perform any plumbing on the effluent side of the meter for the homeowner and the homeowner does not remit payment of the total of the plumbing contractor's invoice, the District will apply the total of the contractor's invoice (plus a one-time charge of ten percent [10%] of the total of the contractor's invoice) to the owner(s) water and sewer account with the District. *Mark box below relevant to payment schedule.

A motion was made by Bob Phillips to approve the proposed changes to Attachment "C" Maintenance/Repair/Replacement authorization form. Shirley Haines seconded the motion. Motion carried unanimously.

Design and Construction Standards
For
Water and Wastewater Piping and Appurtenances

1.6 Construction

- A. Construction of the proposed water and sewer facilities must be constructed by a Contractor holding a current City of Rapid City Water and Sewer Installer's License and/or a South Dakota State Sewer and Water Installers License as per SDCL 20:53:06.

2.1 Sewer Mains and Services

- H. Sewer minimum slopes, 8"=.6/100ft, 10"=.42/100ft, 12"=.33/100ft, 14"=.25/100ft, 16"=.21/100ft, 18"=.18/100ft. Sewer mains/services to be bedded with type 1 at a minimum, 3" of cover below and above pipe at a minimum. Oversized bedding required to create stable base.

2.2 Sewer Testing and Inspection

- A. General:
1. A visual inspection and televising inspection test shall be performed by RVSD or an approved Contractor for all sewer mains and manholes as a condition of acceptance by RVSD. All tests shall be performed after backfill is complete but prior to any surface restoration. In addition, all new sewer main shall undergo a hydrostatic or air pressure test @ 7psi for 15 minutes minimum for pipe 8" or less and 20 minutes minimum for greater than 10" or as CORC specifications Sec.9 table 9-1. Manhole testing as per Sec 9 of CORC Sanitary Sewer Table 9-3, exception all tests will be 60 seconds minimum unless specified longer in Table 9-3.

PART 3 - WATER PIPING AND APPURTENANCES

3.1 Water Mains, Fittings, and Appurtenances

J. Fittings shall be mechanically restrained at all ~~vertical~~ bends, all fittings on lowerings, reducers, tees and valves. ~~Restraints are not required on horizontal bends of 45 degrees or less where properly thrust blocked.~~ Acceptable joint restraining devices shall be EBBA, Uni-Flange, Romac Field Flange or Alpha or Hymax style Fittings. Concrete

- O. Testing and disinfection per standard specifications at a minimum or as directed by RVSD staff. The Contractor is responsible for all testing, tapping, disinfection and water sampling.

P. Tracer wire is required on all water main and locator boxes will be placed at all fire hydrant locations. The Contractor shall coordinate all tracer wire splice locations with RVSD staff.

Q. Water mains shall be bedded with type 1 ~~limestone crusher fines~~ or type 2 bedding is recommended if ground water is present ~~or oversize to create stable base~~.

3.2 Water Service Lines

E. Compression type connections with inserts are required. (No yellow brass allowed. Red brass only). ~~Barb fittings are not allowed~~.

L. Water services shall be bedded with fines according to bedding specifications for crusher fines, ~~base coarse or type 1 is required if in road crossing or under road bed~~ with a minimum 3” below the pipe and 3” above the pipe.

A motion was made by Tim Roth to approve the proposed changes to Design and Construction Standards For Water and Wastewater Piping and Appurtenances with the change identifying CORC as City of Rapid City. Eric Krebs seconded the motion. Motion carried unanimously.

11. Masterplan Scope Update: The trustees were provided a summary of the phase 1 completion of the master plan. The initial plan was to complete all phases of the masterplan over a 2-year period. It was recommended to complete the remaining 2 phases in 2024 at the cost of \$75,982.00, to help develop and strategic plan moving forward. A motion was made by Tim Roth to approve the completion of the additional 2 phases of the masterplan at the cost of \$75,982.00 in 2024. Jennifer Battles seconded the motion. Motion carried unanimously.

12. Engineer Services for Task Orders on Collection and Reclamation Project Scope Update: Joe Noble with AE2S was in attendance to provide an update on the project scope for a reclamation facility. A meeting was held with AE2S and Rice Lake on April 4th to provide some preliminary figures on pricing for the facility. Foth Engineering, who is providing the scope for the collection system should complete their project scope the end of May. The next steps for the project scope is to complete a facility study, advertise for a CMAR and complete an environmental study.

MISC. INFO:

- Election reminder, 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

A motion was made by Jennifer Battles to enter into executive session at 7:48 pm for contractual discussions. Tim Roth seconded the motion. Motion carried unanimously.

The trustees came out of executive session at 8:20 pm. There being no further business, the meeting was adjourned.