

RAPID VALLEY SANITARY DISTRICT
BOARD OF TRUSTEES MEETING
JUNE 12, 2023

Chairman Andy Fitzgerald called the meeting to order at 7:00 p.m. Present at roll call were Jennifer Battles, Diana Nelson, Eric Krebs, Shirley Haines, and Rick Hensley. Carrie Wheeler was present via phone and Connie Olson was absent. Also, in attendance were Manager Rusty Schmidt, Engineer Dustin Dale, and District Clerk Sara Bender.

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

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

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.

ITEMS FROM THE PUBLIC:

PRESIDENT'S REPORT:

1. Procurement and Grant Policy for Pennington County ARPA Funds: Pennington County had planned to submit a grant/procurement agreement for the Board to review, however they did not have it complete prior to the meeting as planned. The board will review the policy once it becomes available.

MANAGERS REPORT

2. Monthly Water Loss and Leak Detection: Water loss for May improved from the month prior and was at 10.6%. The leak that was repaired on Jolly Lane did have an impact on the overall loss, however usage is up again so the staff will continue to check for leaks with their main focus being on main valves and hydrants. The staff is leak detecting the Pioneer Dr location and will do some more checks on Chet Street as there is a homeowner downhill from Chet Street that is still having some standing water issues.

PROJECTS AND FUTURE DEVELOPMENT

3. Patricia Extension Project at District Boundary Line: There is a proposed project that is an extension of Patricia Street and the southern 4 out of 6 lots are majority within District Boundaries and the remaining 2 lots the majority is out of the District Boundaries. The City engineering staff report indicated that all services would be served by the City without discussion or authorization from the District. RC Public works was contacted regarding the location of the lots and them being within District boundaries, and are District service territory. In the past occurrences at boundary locations discussions and agreements between the entities were put in place. A meeting will be held with the City to discuss the services at this location.

4. Cottonwood Water Main Extension: Powles Construction will be completing the connection to Cottonwood Trailer Crt. The curb was connected and inspected today and the

meter pit is installed. It will likely be 1 to 2 weeks before the service is active. The infrastructure at that location is unknown, there is no drawings or any records so the contractor is going to be doing some exploratory digging to determine the best connection point. Once that is complete the well will need to be completely disassembled and abandoned. The extension and connection fees for this project have been paid.

OTHER TOPICS

5. Update on 2023 SD DANR Funded Projects and Environmental Assessment: SD DANR has approved the environmental study and FONSI (finding of no significant impact) was published on June 1st. There is a 30 day comment period and the loan closing is set for June 30th. Once the loan has closed the engineering can start with the plans hopefully completed by August, with construction hopefully starting the beginning of 2024.

6. Midco Diving Tank Cleaning and Inspection: The tank cleaning and inspections from Midco Diving is complete, but we are still waiting on the videos. We will also be getting quotes for future cleaning and repairs. They did mention some hairline cracks in the clear well that are not a concern at this time, but we will need to keep an eye on. There were some spots that were filled with potable water epoxy to protect from corrosion. They also replaced the protective screen on the tanks. The total cost for cleaning and repairs was \$19,868.00.

7. Symphony Cell Tower Lease Acquisition: We were contacted by Symphony Wireless about acquiring the Verizon lease on our water tower. They were offering potentially 500-600 thousand dollars. Based on the answers provided to the questions asked about the terms of the lease, the group consensus was to not entertain the offer from Symphony Wireless at this time.

8 Water Use Ordinance 14-1, Sewer Use Ordinance 14-2 Attachment A and Water Use Resolution A and Sewer Use Resolution B Recommended Changes: The committee was contacted about some changes to the ordinance in relation to past due accounts. As the system grows we need to streamline the way delinquent accounts are handled. The proposed changes are as follows:

WATER USE ORDINANCE NO. 14-1

ARTICLE IX WATER & SEWER BILLS - BILLING – COLLECTIONS

E. Those consumers in the first billing area: the water and sewer **will be billed by the 1st of each month**, bills become delinquent after the 10th of the month. Payments received after 10 am the first business day following the 10th day of the month will be assessed a late charge. However, notwithstanding the above, when the 10th day of the month falls on Saturday, Sunday, or a holiday, those payments received by 10 am the next working day, from the drop box, will not be charged a late charge. See Attachment “A” for late charge amount.

Those consumers in the second billing area: the water and sewer **will be billed by the 15th of each month**, bills become delinquent after the 25th of the month. Payments received after 10 am on the first business day following the 25th day of the month will be assessed a late charge. However, notwithstanding the above, when the 25th day of the month falls on Saturday, Sunday, or a holiday, those payments received by 10 am the next working day, will not be charged a late charge. See Attachment “A” for late charge amount.

Those consumers in the Green Valley billing area: the water **will be billed by the 10th of each month**, bills become delinquent after the 20th of the month. Payments received after 10 am on the first business day following the 20th day of the month will be assessed a late charge. However, notwithstanding the above, when the 20th day of the month falls on Saturday, Sunday, or a holiday, those payments received by 10 am the next working day, will not be charged a late charge. See Attachment “A” for late charge amount

F. Water and sewer billings thirty (30) days past due **from the billing date for their billing area** will be mailed a shutoff notice. An automatic service charge is added to each account that is mailed such notice. **See Water Use Resolution Attachment “A” for service charge amount.** If the account is not paid in full by the date stated on the notice, water service will be disconnected and a disconnection and/or reconnection charge will be added to the account. **An extension Payment arrangements** may be approved by District to prevent service being disconnected. **Extensions must be requested by 4pm the day prior to the date stated on the mailed shut off notice. Extensions requested after that date will not be considered. Extensions allowed by the District shall not exceed 5 business days to include the date stated on the mailed notice. If payment is not received in full by the extension deadline which includes current and delinquent charges and any additional service charges, water service will be disconnected and a disconnection and/or reconnection charge will be added to the account. See Water Use Resolution Attachment "A" for charges.**

H. When a consumer has sewer service but does not have water service and the billing becomes thirty (30) days past due **from the billing date**, a notice will be mailed stating the billing must be paid in full. The District has the right to hire a utility contractor to disconnect the sewer service line from the District's sewer main if the account is not paid. The cost of any disconnection/reconnection fees shall be paid for by the property owner.

ORDINANCE NO. 14-2

Attachment "A" Sewer Use Ordinance Rapid Valley Sanitary District - Water Service

Delinquent Accounts: Water and sewer billings thirty (30) days past due **from the billing date for their billing area** will be mailed a shutoff notice. An automatic service charge is added to each account that is mailed such notice. **See Water Use Resolution Attachment “A” and Sewer Use Resolution “B” for service charge amount** If the account is not paid in full by the date stated on the notice, water service will be disconnected and a disconnection and/or reconnection charge will be added to the account. **An extension Payment arrangements** may be approved by District to prevent service being disconnected. **Extensions must be requested by 4pm the day prior to the date stated on the mailed shut off notice. Extensions requested after that date will not be considered. Extensions allowed by the District shall not exceed 5 business days to include the date stated on the mailed notice. If payment is not received in full by the extension deadline which includes current and delinquent charges and any additional service charges, water service will be disconnected and a disconnection and/or reconnection charge will be added to the account. See Water Use Resolution Attachment "A" and Sewer Use Resolution “B” for charges.**

RAPID VALLEY SANITARY DISTRICT - WATER SERVICE

OTHER CHARGES

Late Charge	\$9.00
Shut-off Notice Mailed	\$10.00
Contact a-Delinq. Acc't	\$17.00

SEWER USE RESOLUTION
ATTACHMENT B

RAPID VALLEY SANITARY DISTRICT-WATER SERVICE

OTHER CHARGES

Late Charge	\$9.00
Shut-off Notice Mailed	\$10.00

A motion was made by Rick Hensley to approve changes to the Water Use Ordinance 14-1 and Sewer Use Ordinance 14-2 as written. The motion was seconded by Jennifer Battles. Motion carried

A motion was made by Rick Hensley to approve the proposed changes to the Water Use Resolution Attachment A and Sewer Use Resolution Attachment B as presented. Shirley Haines seconded the motion. Motion carried

Miscellaneous Items:

- Murphy Ranch 10B project has not commenced.
- Springfield Road Extension and Murphy Ranch 10C project we have not received plans yet on this project.
- Apple Valley water sewer expansion has no updates at this time.
- A notice of no election was sent to be published May 30 and June 6. The 3 incumbents, Andy Fitzgerald, Shirley Haines and Diana Nelson all ran unopposed. The Oath of Office and election of officers will be held at the July meeting.
- The 2022 Audit has been accepted by the Department of Legislative Audits. Copies of the audit have been sent to Rural Development, Pioneer Bank, AMKO Advisors, SD DANR and the County.

There being no further business, the meeting was adjourned at 7:54 pm.

Respectfully Submitted,
Sara Bender
Office Manager