

**AGENDA
BOARD OF SUPERVISORS' MEETING
POWDER HOUSE PASS
COMMUNITY IMPROVEMENT DISTRICT
9:30 AM MDT October 17, 2024
Powder House Pass Community Building
11283 Powderhouse Trail
Lead, SD 57754**



A) ROLL CALL/CALL TO ORDER

B) APPROVE MINUTES

- 1) Approve Minutes of October 3, 2024 Special Meeting

C) LEGAL

- 1) Resolution 2024-14 Surplus Englewood Property

D) FINANCE

- 1) Approve Contract for Outlaw Pass Lift Station Project with Lidel Construction
- 2) Resolution 2024-15 SD Municipal League Workers' Compensation Membership
- 3) September Finances
 - a) September Bill List

E) STREETS AND UTILITIES

- 1) Operations Update

F) ITEMS FROM VISITORS

G) ITEMS FROM BOARD

H) MEETING AND ANNOUNCEMENTS

- 1) **CID Board Meeting:** November 14, 2024 9:30 AM MST (10:30 CST) PHP
Community Building

I) ADJOURN

The public can participate in the meetings of the Board of Supervisors of the Powder House Pass Community Improvement District by attending in person at the PHP Community Building at 11283 Powderhouse Trail, Lead, SD.

The public may also attend via the Teams Meeting Platform. If you wish to participate by Teams audio/video, please send your email address prior to the meeting to mike.stahl@phpcid.org and the Teams Meeting invite will be forwarded accordingly.

If you wish to attend by audio only, it is also on the Teams Meeting invite via telephone by calling (312) 667-7189 and using the meeting Access Code as shown on the invite.

**POWDER HOUSE PASS COMMUNITY IMPROVEMENT DISTRICT
LEAD, SOUTH DAKOTA**

**RESOLUTION 2024-14
A RESOLUTION DECLARING PROPERTY AS SURPLUS,
LAND KNOWN AS THE ENGLEWOOD LAND**

WHEREAS, the below described property is no longer necessary, useful or suitable for Powder House Pass Community Improvement District purposes;

NOW THEREFORE BE IT RESOLVED, by the Powder House Pass Community Improvement District that the following property be declared surplus and disposed of according to South Dakota state statutes, including for sale or property exchange:

*Tract W1 of Tract W, a subdivision of a portion of H.E.S.
41, located in Sections 19, 20, 29 and 30 T4N, R3E,
B.H.M., Lawrence County, South Dakota*

BE IT FURTHER RESOLVED, that Chuck King, licensed by the state of South Dakota to do fee appraisals, has appraised the said property, and

BE IT FURTHER RESOLVED, that the Community Improvement District's President and its Finance Officer will do all acts necessary to dispose of this property according to state law.

This Resolution shall take effect on the 20th day following its publication, unless suspended by Referendum.

Those voting aye:

Those voting nay:

Motion carried.

Adopted at Powder House Pass Community Improvement District, Lead, South Dakota, this 17th day of October, 2024.

APPROVED:

ATTEST:

Greg Kaschmitter, CID President

Julie Stone, Secretary

Approved: October 17, 2024

Published Date:

Effective Date:

Seal

**RECOMMENDATION TO ENGAGE LIDEL CONSTRUCTION
For
OUTLAW PASS LIFT STATION PROJECT**

<u>Lidel Construction (Sioux Falls)</u>	<u>\$870,860.00</u>
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ENGINEER'S ESTIMATE	\$988,085.00
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**POWDER HOUSE PASS COMMUNITY IMPROVEMENT DISTRICT
LEAD, SOUTH DAKOTA**

**RESOLUTION 2024-15
A RESOLUTION STATING MEMBERSHIP IN THE
SDML WORKERS' COMPENSATION FUND**

BE IT RESOLVED, that the Powder House Pass Community Improvement District shall become a member of the SDML Workers' Compensation Fund (Member Number 555) effective November 4, 2024 in accordance with the By-Laws dated as of January 1, 1987; and

BE IT FURTHER RESOLVED, that this resolution is pursuant to SDCL 1-24, and the undersigned are hereby authorized to execute any and all documents necessary for the Powder House Pass CID to participate in accordance with said By-Laws dated as of January 1, 1987, or as may be amended, and said By-Laws are incorporated by reference herein and a copy of said By-Laws and any amendments shall at all times be on file with the Consultant.

This Resolution shall take effect on the 20th day following its publication, unless suspended by Referendum.

Those voting aye:

Those voting nay:

Motion carried.

Adopted at Powder House Pass Community Improvement District, Lead, South Dakota, this 17th day of October, 2024.

APPROVED:

ATTEST:

Greg Kaschmitter, CID President

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CID Financials

2024 September Revenues

	Sep-24	2024 Actual	2024 Budget	% of Budget	Sept Notes
Beginning Total Fund Balance Estimate	131,681.84				
<u>Revenue & Sources:</u>					
Ad Valorem Tax Revenue	2,182.96	119,895.88	194,080.00	62%	Aug Tax Payments
Community Service Assessment	3,743.53	422,018.37	450,076.00	94%	
Water Base Fee	1,348.44	154,010.01	162,120.00	95%	Aug Tax Payments
Sewer Base Fee	616.43	67,100.19	74,112.00	91%	Aug Tax Payments
General Services Fee	1,778.66	200,908.17	213,844.00	94%	Aug Tax Payments
SRF Loan 1/2 Assessments	1,096.25	253,403.16	258,599.54	98%	Aug Tax Payments
SRF Loan 3 Assessments	2,774.88	333,439.35	339,135.07	98%	Aug Tax Payments
Water Tap Fees	3,500.00	52,000.00	36,000.00	144%	1 lot sale
Sewer Tap Fees	3,500.00	31,500.00	36,000.00	88%	1 lot sale
Utility Fees	20,967.14	82,540.27	139,500.00	59%	
Garbage Service Fee	152.77	1,402.10	1,500.00	93%	Aug charges rcvd in Sept
Sewer Overage Fees	7,144.89	28,008.11	60,000.00	47%	Aug charges rcvd in Sept
Water Overage Fees	13,669.48	53,130.06	78,000.00	68%	Aug charges rcvd in Sept
ARPA Grant Funding		-	-	#DIV/0!	
Lumen Revenue Sharing		400.00	200.00	200%	
Donations		-	-	#DIV/0!	
PHP CID Road Maintenance		-	1,350.00	0%	
SRF Loan Proceeds		3,757,446.00	-	#DIV/0!	
Grinder Pump Payments		15,000.00	-	#DIV/0!	
Community Center Rental/Key Fob Fees/Interest	830.26	4,011.66	12,000.00	33%	
Total Revenue & Sources	38,595.02	5,071,654.69	1,466,940.61	346%	

CID Financials

2024 September Expenditures

	Sep 24	YTD 24	2024 Budget	%	Notes
<i>CID G&A</i>					
Accounting Fees	3,000.00	27,000.00	36,000.00	75%	
Audit	3,500.00	26,467.00	25,000.00	106%	2023 Audit billing
Contract Labor	6,545.88	40,648.07	21,840.00	186%	
Consultant			6,000.00		
Payroll and Benefits Total	16,618.45	144,026.27	217,924.08	66%	
Engineering Services	901.99	10,405.74	6,000.00	173%	General on-call services
Fuel for CID Equipment	1,265.40	3,979.19	10,000.00	40%	
Garbage Services (net)	5,607.41	2,195.63	6,891.91		
Insurance		9,510.00	12,860.00	74%	
Legal Fees	2,358.82	12,630.98	30,000.00	42%	
IT Support	(545.62)	4,579.78	1,800.00	254%	IT Support; includes reimb for shared costs
Maintenance and Repairs (General)	16.75	2,876.64	3,600.00	80%	
Website/Marketing	225.00	3,067.32	600.00	511%	
Office Expense/Supplies	(638.32)	6,634.85	7,200.00	92%	Includes reimb for shared print/copy costs
Property Taxes (Community Building)		4,283.54	7,200.00	59%	
Dues & Memberships	330.00	1,190.00	1,800.00	66%	
Supplies/Tools (General)	2.50	549.54	4,200.00	13%	
Subtotal CID G&A	39,188.26	300,044.55	398,915.99	75%	
<i>CID Operating</i>					
<i>Roads</i>					
Street Signs		573.63		#DIV/0!	
Road Maintenance		-	-	#DIV/0!	
Snow Removal/Sanding		2,937.29	3,000.00	98%	
Subtotal Roads	-	3,510.92	3,000.00	117%	

CID Financials

2024 September Expenditures

	Sep 24	YTD 24	2024 Budget	%	Notes
Water System					
Purchased Water - <i>Lead Sanitary District</i>	4,423.32	34,786.96	24,000.00	145%	
Booster Station Power - <i>Black Hills Electric Coop</i>	1,093.06	7,833.91	6,600.00	119%	
Utilities Consultant (Clearwater Consulting)	986.24	11,788.01	18,000.00	65%	
Maintenance Parts/Equipment	485.30	65,760.25	60,000.00	110%	Cartridges - Filtrek; includes water meter payments
LDSB Booster Station Land Rental		-	-	#DIV/0!	
Insurance - Water Tank and Pump House		2,352.49	2,000.00	118%	
Lic Contract Operator/Maintenance	6,695.25	40,068.76	30,000.00	134%	AE2S - 2 months
Subtotal Water	13,683.17	162,590.38	140,600.00	116%	
Waste Water					
Sampling - <i>MidContinent Testing Laboratories</i>	1,154.00	10,118.97	9,000.00	112%	
WWTP Power - <i>Black Hills Energy- 5915748661 /66</i>	2,934.74	21,271.80	24,000.00	89%	
WWTP Sludge/Sewage Pumping	1,144.00	6,906.00	22,500.00	31%	Joe Septic
WWTP Gas- <i>Montana Dakota Utilities- 6033055387</i>	69.92	709.66	840.00	84%	
Maintenance Parts/Equipment	438.34	24,242.68	36,000.00	67%	
Fines & Penalties	700.00	27,000.00	-	#DIV/0!	DANR Fine
Lift Station Electricity - <i>Black Hills Energy- 846472</i>	195.67	1,577.83	2,700.00	58%	
Lift Station Gas - <i>Montana Dakota Utilities</i>	58.64	683.52	780.00	88%	
Insurance - WWTP and Lift Station		13,425.49	4,800.00	280%	
Licensed Contract Operator/Maintenance	21,454.25	76,909.28	60,000.00	128%	AE2S - 2 months
Subtotal Waste Water Treatment	28,149.56	182,845.23	160,620.00	114%	
Community Center / Pool / Shop					
Electricity - <i>Black Hills Energy- 6924653120</i>	936.99	6,770.47	7,200.00	94%	
Gas - <i>Montana Dakota Utilities- 39057271361 / 38</i>	859.84	7,868.23	15,000.00	52%	
Cable/Internet	113.57	912.91	1,200.00	76%	
Insurance		339.49	-	#DIV/0!	
Maintenance, Equipment, and Repairs	3,077.42	22,022.67	24,000.00	92%	misc supplies; cleaning
Subtotal Community Center	4,987.82	37,913.77	47,400.00	80%	
Total CID Operating Expenditures	86,008.81	686,904.85	750,535.99	92%	

CID Financials

2024 September Expenditures

	Sep 24	YTD 24	2024 Budget	%	Notes
<i>CID Other Expenditures</i>					
SD DANR 1/2 Loan Principal & Interest		220,372.81	220,372.81	100%	
SRF Loan 1/2 Reserve	1,096.25	31,495.61	38,226.73	82%	
SRF Loan 3 Reserve	2,774.88	331,135.14	339,135.07	98%	
WRRF/Outlaw Pass Project	19,103.81	3,783,839.16	-	#DIV/0!	AE2S incl Outlaw Pass
Grinder Pump Reserve		15,000.00		#DIV/0!	
Snow Loader Payment		25,561.41	24,344.20	105%	
Capital Fund Expenditures		59,663.89	29,000.00	206%	
<i>Subtotal CID Other</i>	22,974.94	4,467,068.02	651,078.81	6%	
<i>Total Expenditures</i>	108,983.75	5,153,972.87	1,401,614.80	368%	
Transfer (To)/From General Reserves			0.00		
<i>Net Revenue & Expenditures</i>	(70,388.73)	(82,318.18)	65,325.81		
Ending Total Operating Fund Balance	61,293.11				

Fund Balance Report - Powder House Pass CID September 2024

GENERAL FUND	BEGINNING FUND CASH BALANCE	MONTHLY ACTIVITY				ENDING FUND CASH BALANCE
	1-Sep-24	DEPOSITS	TRANSFERS		PAYMENTS	30-Sep-24
			IN	OUT		
General Fund	\$50,992.83	\$4,944.65			\$44,176.08	\$11,761.40
Water/Sewer Fund	\$80,689.01	\$33,650.37		\$3,871.13	\$60,936.54	\$49,531.71
Capital Reserve*						
TOTAL	\$131,681.84	\$38,595.02		\$3,871.13	\$105,112.62	\$61,293.11
ENTERPRISE FUNDS						
SRF Loan 1/2 Fund Reserve	\$217,628.62					\$217,628.62
SRF Loan 3 Fund Reserve*	\$677,328.44	\$3,544.04	\$3,871.13			\$684,743.61
Grinder Pump Reserve	\$15,000.00					\$15,000.00
TOTAL	\$894,957.06	\$3,544.04	\$3,871.13			\$917,372.23
TOTAL - ALL FUNDS	\$1,026,638.90	\$42,139.06	\$3,871.13	\$3,871.13	\$105,112.62	\$978,665.34

HELD IN THE FOLLOWING ACCOUNTS:		Ending Balance
CHECKING		
First Interstate Bank		\$45,764.93
TOTAL CHECKING		\$ 45,764.93
SAVINGS		
First Interstate Bank Savings (General Funds)		\$ 30,527.92
First Interstate Bank (SRF Reserve Acct)		\$11,974.08
Fidelity (SRF Reserve Acct)		\$890,398.15
TOTAL SAVINGS		\$932,900.15
TOTAL BALANCE		\$ 978,665.08

September 2024 Transactions

Vendor	Memo	Amount
A & B Business Inc.*AUTO	Copier Fees	\$ 213.48
Ace Hardware of Lead	Misc Supplies	\$ 253.47
AE2S Operations, LLC	Engineering Services	\$ 48,155.30
All Net Connections	IT Support	\$ 602.90
BH Development LLC	Cam Repair share	\$ 750.42
Black Hills Electric Cooperative*AUTO	Monthly Electric Autopay	\$ 1,093.06
Black Hills Energy-AUTO	CID Electric Service	\$ 4,067.40
Black Hills Pioneer	Publishing Notices 776, 779, 796, 823 & 830	\$ 349.89
CBH Co-op	Fuel for CID Equip	\$ 1,265.40
Clearwater Consulting & Water Mgmt, LLC	Invoicing and Admin Services	\$ 986.24
DANR	Fines	\$ 700.00
Delta Dental of SD-AUTO	2024 Premiums	\$ 285.20
Fil-Trek Corporation	Cartridges	\$ 3,830.00
First Interstate Bank	Credit Card Payment	\$ 2,585.37
Joe Dirt Septic & Drain, LLC	Pumping	\$ 1,144.00
Johnson & Richter Creative	Website updates	\$ 225.00
Ketel Thorstenson, LLP	CID Audit	\$ 3,500.00
Lead-Deadwood Sanitary District #1*AUTO	Acct 88007001 9/01/24 to 9/31/24	\$ 4,423.32
Lynn, Jackson, Shultz & Lebrun	Legal Fees	\$ 2,358.82
MidContinent Testing Laboratories, Inc.	Potable Water Testing Effluent and Influent	\$ 1,154.00
Mike Stahl	Consulting	\$ 6,545.88
Montana-Dakota Utilities*AUTO PAY	Gas	\$ 1,040.90
Refuse Solutions, Inc.	Garbage Service w /extra cans	\$ 10,151.22
RMB Associates LLC	Account/Admin Service 2024	\$ 3,000.00
South Dakota 811	Messages	\$ 19.95
South Dakota Retirement System	Retirement Contributions	\$ 3,110.90
Sparkling Clean	Monthly cleaning services Aug 24	\$ 302.18
Sturdevant's Auto Value Central City	Parts	\$ 2.50
Summit Fire Protection	Fire ext Inspection and installation	\$ 995.00
Vesco Inc	Monitoring System	\$ 375.25
VSP Insurance Co.*AUTO	Vision Insurance	\$ 39.61
Wellmark*AUTO	Policy Group # 00626453-100010/01/24 to 1	\$ 3,302.31
Total		\$ 106,828.97