

## APPENDIX G -- CONSULTANT ACTIVITIES

- 1. Jongeling Consulting was contacted by Mr. William Swanson, PE Ottertail Power Company Project Manager for the Astoria Station on October 12, 2017.**
  - a. On September 5, 2017, after receiving a phone call from Mr. Swanson I had sent a proposal and summary of qualifications to him for use by the Local Review Committee in determining if they should recommend Jongeling Consulting to the SD PUC as their consultant to complete the Final Report as required by law.
  - b. The Local Review Committee met on October 11, 2017, and requested further clarification of the proposal.
  - c. I sent a Consulting Services Proposal to Mr. Swanson on September 12, 2017.
  - d. The proposal was accepted by the Committee and a letter requesting approval from the SD PUC was sent October 17, 2017.
  
- 2. In an order dated October 30, 2017, the SD PUC “voted unanimously to approve the Local Review Committee’s request for \$17,600 to hire a consultant.”**
  
- 3. Site visit and consultations.**
  - a. On November 15, 2017, I drove to the site to familiarize myself with the project and take pictures.
  - b. Stopped at the headquarters of Brookings-Deuel Rural Water and talked with Jesse Christianson, Systems Operations Specialist.
  - c. Drove to Clear Lake and met with Deuel County Highway Superintendent Jamie Hintz.
  - d. Went to the Deuel County Courthouse in Clear Lake
    - i. Met with Zoning Officer Jodie Theisen.
    - ii. Met with Acting Sheriff Corey Berg
  - e. Went to Clear Lake Municipal Building and met with Ellen Schmall, City Finance Officer.
  - f. Stopped back in Toronto and met with Joan B. Sacrison, Executive Director of the Deuel Area Development, Inc.
  
- 4. Draft LRC report sent by email to all members of the Committee**
  - a. A PDF of the draft report dated 11/21/17 was attached
  - b. A PDF of the Six-mile study area map and a roadway map was also attached
  - c. Response from LRC members was requested
  - d. Members were invited to meet with me at the PUC hearing 11-27-17 in Toronto
  
- 5. Site visit**
  - a. On November 22, 2017, I drove to Toronto and drove out for a tour of the site of the Astoria Station. I drove to Clear Lake to follow up on the project and to take photos needed for the Local Review Committee Report.

**6. Public hearing is held November 27, 2017, in Toronto, SD**

- a. The official public hearing for the Astoria Station project was held by the South Dakota Public Utilities Commission at 6:30 PM in the gymnasium of the Deubrook Elementary School in Toronto, SD.
- b. I attended the public hearing from 6 PM to 8 PM.
- c. I met with William Swanson, Project Manager for Otter Tail Power on the Astoria Station. He is also a member of the Local Review Committee.
- d. I met with Gary Jaeger, Chair of the Deuel County Commission. Gary is Chair of the Local Review Committee.
- e. I met with Toronto Mayor Brad Knutson, a member of the Local Review Committee.
- f. I met with David Iverson, President of the Deubrook School District 05-6 who is a member of the Local Review Committee.

**7. Final Draft of the LRC Report was disseminated to Committee members 11/30/17**

- a. Each member was emailed a “Final Draft” of the LRC Final Report along with Appendix A-F (in four emails to keep the size down)
- b. All members advised they had received the emails except Greg Anderson (he was mailed a flash drive on Dec 4 for his use)
- c. They were asked to make comments by email or phone
- d. They were advised that they will be asked to sign the report after all comments or corrections are made.
- e. Deadline for comments is December 15, 2017.
  - i. Brad Knutson commented that we should add that White has an ambulance, that Ivanhoe dispatches the Hendricks ambulance, and that Brookings has the closest ambulance with advance lifesaving capability. These comments were added into the health section of the report.
  - ii. Larry Jensen commented that Ottertail Power should get all needed haul road agreements, permits and maintenance agreements for the affected roads. This was added to the transportation section of the report.

**8. Report is put into final form for submittal to SD PUC**

- a. Signatures of all LRC members are obtained
  - i. On December 18, 2017 I met with Greg Anderson at Toronto, SD. We discussed the Final Report and he signed the report.
  - ii. On December 18, 2017 I drove to David Iverson’s farm north of White. He believed the LRC Report was ready to be submitted and signed the report.
  - iii. On December 18, 2017 I met Brad Knutson at his shop one mile east of Toronto. He had reviewed the report and had no additional comments. He signed the report.
  - iv. On December 18, 2017 I met with Rebecca Roob at her home in Astoria. She told me that she had finished reviewing the report and was mostly

interested in the need for Ottertail Power Company and their construction company to hold a meeting of the emergency responders in the area before beginning construction. She signed the report.

- v. On December 18, 2017 I drove to Clear Lake, SD and met with Debbe Koenecke at her place of work. She stated that she had reviewed the draft and was satisfied that the report should be submitted. She signed the report.
- vi. I met with Larry Jensen on December 18, 2017 in Brookings. He was satisfied that his comments had been addressed and signed the report.
- b. Chair of LRC signs transmittal letter
  - i. I met with Gary Jaeger in Clear Lake on December 19, 2017. He had reviewed the final draft of the report and was ready to submit the Final Report to the SD PUC. He signed the report and the transmittal letter.
  - ii. The signature page was mailed to William Swanson at Ottertail Power in Fergus Falls, MN for his signature and I received the signed page on December 26, 2017.
- c. The PDF file of the Final Report of the Local Review Committee was transmitted to the SD PUC by email on December 27, 2017 and on a USB flash drive for inclusion on the docket for the Astoria Station Project.
- d. The PDF file of the Final Report was sent to Otter Tail Power Company by email for their use in printing of hard copies.
- e. Each LRC member will receive a hard copy of the report.
- f. Otter Tail Power Company will disseminate the report as they deem necessary.