

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of August 20, 2015

3:30 PM

Lake Santee Community Room

1. Roll Call

Scott Gibbs called the meeting to order and requested a roll call. Members present were Scott Gibbs, Clair Fredrickson, Jim Hornig, Ed Fox, and Kathy Tarzwell. Absent were Greg Montgomery and Paul Gosnell. Also attending were Brandon Litmer, Utility Superintendent and Anne Poindexter, the District's attorney.

2. Consent Items

- a. Minutes from July 16, 2015
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

A motion was made by Clair Fredrickson and seconded by Ed Fox to accept the consent items as presented. Motion carried.

3. Operator's Report

- a. Sewer Status Report: Brandon reported that the sewer plant is operating well with no issues and all tests are normal. He received 6 new pumps and 10 rebuild kits. One leaking automatic relief valve was repaired.
- b. Water Status Report: The water plant is operating well and all tests are normal, but the IDEM test results indicate that the manganese levels are becoming elevated when passing water through the carbon tanks; so, the carbon tanks are being by-passed while a resolution is determined. The quality of the drinking water remains at a very safe level. EVOQUA, the carbon supplier, has not forwarded their carbon test results as promised and are not returning phone calls. Brandon will continue to follow up with them. Anne Poindexter suggested reaching out to the Alliance for additional support. Brandon has received 2 quotes for a complete inspection of the water tower, inside and out. The quote also includes cleaning the inside of the tower. It was moved by Clair Fredrickson and seconded by Kathy Tarzwell to accept the quote from Dixon Engineering, Inc. for \$1900. Motion carried.
- c. Upcoming Conferences / Training Classes: Brandon has signed up Jesse for the weekly test prep course which runs from 9/9 through 10/31.

4. Administrator's Report

- a. Status Report: In Brad's absence, Brandon reported that there were 126 ACHs, 17 credit card payments, and 1 valve turn. There were 6 shut offs with 1 still off.
- b. Write-Offs: Lot 476 for \$103.66 (foreclosure, remaining balance, most collected) and Lot 1667 for \$63.76 (sold lot, remaining balance). It was moved by Kathy Tarzwell and seconded by Ed Fox to write off these amounts. Motion carried.
- c. Correspondence: none.

5. Attorney's Report: None at this time

6. Committee Reports

- a. Board Member Guide Committee
 - i. Board Training Topic: None for this meeting.

7. Old Business

- a. Rate Study Update: The Special Purpose Reports received last month were again reviewed and the Accountant's recommendation for a rate increase for each of the utilities was discussed at length. The Board preferred the option that included the lowest of the recommended rate increases spread over 3 years, beginning in January of 2016. Anne explained the process of implementing a new Rate Ordinance, which includes drafting the Rate Ordinance, voting on the Rate Ordinance, holding a public hearing, and adopting the Rate Ordinance. Scott will contact Krohn to ask if the anticipated costs associated with the Napoleon Water cross connect will impact the Rate Study recommendation and direct Krohn to create the rate schedule for Anne to incorporate into the Rate Ordinance.
- b. Napoleon Water Update (emergency backup water supply): Brandon met with the NRW superintendent in order to begin determining some of the details associated with implementing this program. Brandon will follow up again to continue this discussion. We are not ready to start spending money on this until we understand the entire process and what is required by the District, which may need to be accomplished in phases.
- c. North Gate License Options: Our attorney, Anne Poindexter, drafted a license agreement based upon the feedback from last month's meeting. That agreement was reviewed in detail today and additional comments were offered. Anne will incorporate the additional comments into the draft and will send the updated copy back to Scott to share with the POA for their review. If the POA accepts the agreement, the District will formally vote on the agreement at the September meeting. A poll concerning the agreement with these revisions indicated the District was in favor of updated version.

8. New Business: None at this time

9. Adjourn

Respectfully Submitted by
Scott Gibbs, President for
Paul E. Gosnell, Secretary

These minutes are subject to approval by the LSRWWD Board at the September 17, 2015 meeting.