

Lake Santee Regional Waste & Water District
Minutes

Meeting of April 17, 2014
3:30 P.M.
Lake Santee Community Room

Members Present [7], Members Absent [0], Members Participating Electronically [0]

1. Roll Call

Scott Gibbs called the meeting to order and requested a roll call. Trustees present were: Scott Gibbs, Clair Fredrickson, Kathy Tarzwell, Jim Hornig, Greg Montgomery, Ed Fox, and Paul Gosnell. Also attending were Brad Jones, RWWD Administrator and Brandon Litmer, Utility Superintendent.

2. Consent Items

- a. Minutes from March 20, 2014
- b. Financial Reports
- c. Registers of Claims for Sewer Operating
- d. Registers of Claims for Water Operating

A motion was made by Kathy Tarzwell and seconded by Ed Fox to accept the consent items. Motion carried.

3. Operators Report

- a. Sewer Status Report – Brandon reported that the sewer plant is operating well with no issues and all tests are normal.
- b. Water Status Report – Brandon reported that the water plant is operating well with no issues and all tests are normal. Hydrants are being flushed this month as scheduled. The maintenance crew repaired 1 leak this month at 8 Santee Drive. He has bought the HOC meter for the approved amount. He is currently getting quotes on a new computer and operating system for the water plant since the XP operating program is no longer being supported by Microsoft. The first quote came in at \$11,000. Scott asked if we really need to replace all those items? More discussion will follow after more details are known. Jesse will take the state test for water distribution and treatment on May 1st.
- c. Administrator Status Report – Brad reported there were 4 shut offs, and all have been turned back on. There were 121 ACH and 10 credit card transactions this month.

4. Committee Reports

- a. Board Member Guide Committee
 - i. Officer Manuals – no update
 - ii. Board Training Topic
 1. This month's topic was the Management Agreement between the LSPOA and RWWD. Scott reviewed what it is, why we have it, how it is developed, and why it is good for both the POA and the District, being able to share many common costs.

5. Old Business

- a. Status of Ordinance, Resolution, and Policies verification – Complete. A Table of Contents of each of the document binders was distributed to the Board. Scott suggested that the Board Members get familiar with the documents.
- b. Jayhawk Software Update – The software has been ordered. The computer that the POA bought has arrived. When the software arrives, Brad will have the copier and printer vendor hook it up.
- c. SBOA Filings Update – All the forms have been completed and sent to the State Board of Accounts. They have confirmed receipt and have accepted them.
- d. LSPOA Request – Hydrant near ATM – After a long discussion, it was decided to further research the Ordinances and consult our Attorney.
- e. Friends of Wildlife at Lake Santee Request – Water at Nature Preserve – Last month, the Friends of Wildlife had asked if water could be donated to the Preserve. Scott consulted with the District's Attorney, and State Law will not allow the District to give away water. Bulk water can be purchased to fill rain barrels from the flush hydrant near the Preserve – Charm and Brandon will coordinate this. On a related note, Greg Montgomery will donate the rain barrels from his company.

6. Attorney's Report

- a. Anne reported (via email) that a Franklin County Suit on filing liens is headed to the Indiana Supreme Court. She will keep us updated. This is not a LSRWWD case.

7. New Business

- a. Write-Offs – None this month.
- b. Correspondence – Brad received a questionnaire from our Insurance Carrier. He has taken care of this and returned it to them.
- c. Upcoming Conferences / Training Classes – Nothing interesting coming up.

8. Adjourn

Respectfully Submitted By:

Paul E. Gosnell

Secretary

These Minutes are subject to approval by the LSRWWD Board at the May 15, 2014 meeting.