

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of April 16, 2015

3:30 PM

Lake Santee Community Room

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

1. Roll Call

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

2. Consent Items

- a. Minutes from March 19, 2015
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

A motion was made by Ed Fox and seconded by Clair Fredrickson to approve 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. He has ordered a new meter and probe for use in testing, replacing the original.
- b. Water Status Report: The water plant is operating well with no issues. The HAA5 4-quarter average is nearing its limit, indicating it is time to replace the carbon. Brandon requested approval to purchase the new/reactivated carbon at a price of \$13,000. Kathy made a motion to approve and Greg seconded. Motion carried. Maintenance will have the carbon changed out before the next meeting. Brandon suggested that the water lines be flushed in October (instead of April) going forward. It was decided that maintenance would flush the dead ends now, then the whole system in October.
- c. Administrator Status Report: Brad reported there were 16 valve turns, 1 shut-off with it back on, 121 ACHs, and 14 credit card payments this month. He is continuing to up-date the RWWD web site.

4. Committee Reports

- a. Board Member Guide Committee
 - i. Board Training Topic: Jarrod Hall, CPA with O.W. Krohn & Associates presented a post mortem of the bond refunding that was just completed. He recapped the 3 proposals that were received and evaluated, illustrated the new payment schedules for both the water and sewer bonds, and outlined the savings that will be realized. He stated the District's timing was very good as bond prices have started back up again. The bonds were able to be refinanced at a lower interest rate, cutting 5 years off the term, now ending in 2040. He reminded the District that much of the savings occurs at the end of the shortened payment period.

5. Old Business

- a. Hidden Leak Adjustments: Ann had prepared the final draft of the updated ordinance covering this topic. Ed Fox made a motion to adopt Ordinance No. 04-16-2015, "An Ordinance amending Ordinance No. 7-20-2005 concerning the requirements by which a customer can qualify for the District's leak adjustment program as well as defining the method by which any leak adjustment would be calculated." The motion was seconded by Kathy. Motion carried.
- b. Napoleon Water Update: No report at this time.
- c. ETC Building on RWWD Property: ETC reached an agreement with the LSPOA on placement of their equipment and no longer needs the District's land.

6. Attorney's Report: No report at this time.

7. New Business

- a. Write-Offs: None this month
- b. Correspondence: None received
- c. Upcoming Conferences / Training Classes: None at this time
- d. RWWD Property Sale Options: The question was posed whether the District should consider selling any of its property. Scott read the general requirements provided by Ann related to the process of the District selling any property. There are no current plans to sell any District owned property.

8. Adjourn

Respectfully Submitted by
Paul E. Gosnell
Secretary

These minutes are subject to approval by the LSRWWD Board at the May 21, 2015 meeting.