

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of August 18, 2016

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, Frank Erdosy, Clair Fredrickson, Jim Horning, Greg Montgomery, Paul Gosnell and Kathy Tarzwell. Also in attendance were Brad Jones, Utility Administrator, and Brandon Litmer, Utility Superintendent.

2. Consent Items

- a. Minutes from July 21, 2016.
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

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

3. Operator's Report

- a. Sewer Status Report – Brandon reported that the Sewer Plant is operating on a normal basis with no problems. All tests are in the normal range. Pump calls were up just a little. Brandon got in more tanks and pumps as there are more homes being built right now and a few more are scheduled for this fall.
- b. Water Status Report – Brandon reported that the Water Plant is operating well. Dixon Engineering drained and cleaned the clear well on August 9th. They reported that the clear well was not too dirty and the baffles looked to be in good shape. They recommended we have the well inspected every 5 years. We continue to work with IDEM on the HAA5 issue. Turbidity readings are good. Brandon took more samples from two different areas of the lake and at the plant and sent them to the lab – hopefully all this will take care of the HAA5 problem. We will get the results back in a couple of weeks. Brandon has made a change to the potassium permanganate, as well. One customer had a complaint of a smell in his water in his house. Brandon and Frank conducted tests and nothing was found wrong.
- c. Upcoming Conferences/Training Classes – none this month.

4. Administrator's Report

- a. Status Report – Brad reported there were 19 credit card transactions, 141 ACHs, 0 valve turns, and 6 shut offs. All are back on.
- b. Write-Offs / Adjustments – Lot 344 asked for an adjustment on his bill due to a water leak in his house. The leak has been fixed and all paperwork required was in good order. A motion was made by Jim to accept the adjustment of \$197.27 and seconded by Greg. Motion carried.
- c. Correspondence – None this month.
- d. Miscellaneous Agency Reporting – None this month.

5. Attorney's Report – None this month.

6. Committee Reports
 - a. Board Member Guide Committee – No training this month.
7. Old Business
 - a. Napoleon Water – Brandon talked to Gene and he had some price estimates for us for the backup connection to Napoleon Water. To install our portion of the pipe, hook up to the new main and ½ the cost of pit will be around \$10,000. We could have some extra costs from attorney fees, flush valves, etc. The board was all in agreement to move forward with the project. Brandon will let Gene know.
 - b. Property west of Lot 452 – Add to District Boundary – Brandon worked up the costs for the utilities hook ups and presented to the property owner. The property owner had not indicated whether he wants to move forward with this work. Brandon explained the costs for both water and sewer so everything is understood.
 - c. Differential Guidelines – A discussion of the guidelines that should be considered when determining the differential amounts was held. Frank will collect all this information, along with the historical data from the District to offer a couple of options at the next meeting.
 - d. Internal Control Standards – Clair had a question of whether the computers that were used for credit card payments were hard wired to the internet per Internal Control Standards. Brad confirmed that they are.
8. New Business
 - a. Board Member Appointment Renewals – Paul Gosnell is the only board member up for renewal in 2016.
9. Adjourn

Respectfully Submitted by
Kathy Tarzwell, Secretary

These minutes are subject to approval by the LSRWWD Board at the 9/15/2016 meeting.

Did you know that you can pay
your Water/Sewer bill with ACH? HOW?

Get the form from the RWWD website OR stop
by the office and fill out the form.

Have questions?
Call the RWWD Office at 812-527-2943.