

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of February 16, 2017

3:30 PM

Lake Santee Community Room

1. Roll Call

Frank Erdosy called the meeting to order and requested a roll call. Members present were Frank Erdosy, Scott Gibbs, Clair Fredrickson, Jim Hornig, Paul Gosnell and Kathy Tarzwell. Also in attendance were Brad Jones, Utility Administrator, Brandon Litmer, and Utility Superintendent. Greg Montgomery was absent.

2. Consent Items

- a. Minutes from February 16, 2017
- 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 Kathy Tarzwell to accept the consent items. Motion carried.

3. Superintendent's Report

- a. Sewer Status Report – Brandon Litmer reported that the sewer plant is operating well with no issues. Jesse Baughman has agreed to take classes to get the license for sewer testing. He already has his license for Treatment and Distribution. Brandon Litmer is going to look for classes for Jesse Baughman to take to get this license.
- b. Water Status Report – Brandon Litmer reported that the Water Plant is running on a normal basis. The meter tester and the new meters have been ordered. They are expected to be here shortly. Brandon Litmer has taken samples of the water for the quarterly tests we have to send in to IDEM. There were no issues with the changing of the new carbon. Everything is done and back online. The carbon was the same price as last time we purchased it. Napoleon is working on acquiring the easements needed for the hook up with them. They are also working on the design of the hook up in the pit for the connection. Brandon Litmer is going to check with the carbon company and the EPA to see if we can put the old carbon in the reservoir area the RWWD owns.

4. Administrator's Report

- a. Status Report – Brad reported there were 18 credit card transactions, 157 ACH's, 5 valve turns and 1 shut off, which is still off.
- b. Write-Offs / Adjustments – None this month.
- c. Correspondence – We have a credit from Frontier for \$10.09. Brad Jones is trying to get them to send us a check for the amount, instead of sending a statement with the amount stated. Our phone service is now with ETC. The rate change information has been entered into our billing program. A message will be on each billing statement about the increase, per our ordinance.

5. Attorney's Report – None this month.

6. Committee Reports
 - a. Ordinances, Policies, Resolutions – Clair Fredrickson has been going through the obsolete ordinances, policies and resolutions. He is trying to find an easy way to store those that are obsolete. He will ask Ann Poindexter if we can just keep paper copies of them as other options are more complicated.

 - b. Public Relations - It has been determined that we need to represent RWWD better to our customers. Paul Gosnell is going to put articles in the Smoke Signals talking about what RWWD does. He will also put up some flyers at the entrance to the lake with information about us.

 - c. Signs - Frank Erdosy asked Scott Gibbs to check on prices for signs to place at various areas for RWWD. After some discussion it was decided not to put out any signs at this time.

7. Old Business
 - a. Leak Detection Policy – The program has been going smoothly. There have been no issues. Only minor leakage usages were potentially detected.

8. New Business
 - a. Time of Lake Santee RWWD meeting - After much discussion it was decided that the time of our meetings will stay at 3:30 PM on the third Thursday of each month.

9. Adjourn

Respectfully Submitted by
Kathy Tarzwell, Secretary

These minutes are subject to approval by the LSRWWD Board at the 3/16/2017 meeting.

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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.**