

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of January 21, 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, Clair Fredrickson, Jim Hornig, Greg Montgomery, and Kathy Tarzwell. Also in attendance were Brad Jones, Utility Administrator and Brandon Litmer, Utility Superintendent. Not present were Paul Gosnell and Frank Erdosy.

2. Election of Officers for 2016

Scott presented the slate of officers for 2016. He then asked for any nominations from the floor. There being none, a motion was made by Clair and seconded by Greg to accept the slate. Motion carried. The officers for 2016 will be as follows: President – Scott Gibbs; Vice-President – Clair Fredrickson; Secretary – Kathy Tarzwell; Treasurer – Frank Erdosy.

3. Consent Items

- a. Minutes from December 17, 2015
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

A motion was made by Jim and seconded by Clair to accept the consent items with the following notes: on the water operating report, the quantities shown for January should be in the December cell; Register of Claims are approved subject to review of the checks by Kathy after the meeting. Motion carried.

4. Operator's Report

- a. Sewer Status Report – Brandon reported that the Sewer Plant was operating on a normal basis with no problems and all tests normal. Some icing has occurred, but has not created any issues.
- b. Water Status Report – The new carbon was installed on 12/16/15, soaked and backwashed, and testing was performed. All of the tests were within compliance and the GAC tanks were put on-line on 12/18/15. The new carbon is operating superbly with all test results within normal limits. Turbidity is low and manganese levels are low. Water samples were sent off to an independent lab and the test results on the HAA5 and TTHM were very good - all in compliance. The District is very happy with the performance of the new carbon. The 3 year maintenance agreement for the backup generator is ready for renewal. A motion was made by Clair and seconded by Greg to approve the \$880/year contract. Motion carried. Brandon is working on the written plan that is required by the EPA for the new RTCR (Revised Total Coliform Rule) that goes into effect 4/1/16. Brandon will also review (and update, if necessary) the Emergency Water Contingency Plan.
 - i. EVOQUA – supplied the bad carbon – Brad and Brandon have assembled the costs incurred by the District associated with the bad carbon supplied by Evoqua and getting that bad carbon replaced; Brandon will also include the costs associated with the additional testing and all the water that was flushed; this will be forwarded to the District's attorney for further action. As previously reported in last month's minutes, as a result of the water by-passing the carbon tanks during this issue, the November HAA5 test results were above the limit, similar to the May tests. IDEM was notified of the test results and they indicated they would be sending us a notice to distribute to

our customers – when this notice is received, it will immediately be sent out to all customers. Since we have not yet received the IDEM notice, it was decided to release a Newsletter and post on the various websites updating the community on the status of the carbon and that all tests are in compliance.

- ii. Water Solutions – new carbon supplier – The District wishes to thank both Water Solutions Unlimited and Jacobi Carbons for their assistance in resolving this Evoqua carbon issue.
 - iii. Water tower inspection / cleaning – Brandon reported all parts have arrived for the installation of the flush hydrant. Pending weather, the flush hydrant will be installed which will allow the tower inspection and cleaning to commence. Once the tower cleaning is completed, the entire distribution system will be flushed.
- c. Upcoming Conferences / Training Classes – Brandon and Jesse will be attending the AWWA Conference on 1/26-27/16. Jesse's retest has not been rescheduled.

5. Administrator's Report

- a. Status Report: Brad reported there were 18 credit card transactions, 128 ACHs, 8 valve turns, and 3 shut offs with all back on last month. Brad will update the contact list and the appoint spreadsheet with the new Trustee information. Brad will check to see if the SDAR-1 (Special District Annual Report) still applies to us; and, if so, update and submit by 1/31/16. He will also check on the EPCRA (Emergency Planning and Community Right-to-Know Act) report which is due 3/1/16.
- b. Write-Offs: None.
- c. Correspondence: None.
- d. SBOA Update: SBOA representative returned our files to us before Christmas, indicating they had been reassigned and will no longer be involved in our account. Since the SBOA charges for the time they spend reviewing our account, there was concern that introducing a new representative might increase our costs bringing a new person up to speed on our finances. Brad indicated that he nearly has the information ready to be uploaded to the Gateway system. Brad said there has been no further communication from SBOA related to their comment that we were providing too much information on the Gateway uploads.

6. Attorney's Report – none this month.

7. Committee Reports

- a. Board Member Guide Committee – Board Training Topic – none this month. Scott suggested that for 2016, each Trustee choose a topic and provide the training for that topic. At the February meeting, volunteers will be accepted.

8. Old Business

- a. Napoleon Water – no update.

9. New Business – none this month.

10. Adjourn

Respectfully Submitted by
Scott Gibbs, President for
Kathy Tarzwell, Secretary

These minutes are subject to approval by the LSRWWD Board at the 2/18/16 meeting.