

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of July 20, 2017

3:30 PM

Lake Santee Community Room

1. Roll Call

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

2. Consent Items

- a. Minutes from June 15, 2017.
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

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

3. Superintendent's Report – Letter, on vacation

- a. Sewer Status Report – Everything is going good at the sewer plant.
- b. Water Status Report – In June we had higher than normal levels of manganese in our finished water that was causing some discolored water in the distribution system. This was caused by a spike in the raw water manganese levels that was high enough that the membranes were not able to remove all of the manganese. The discoloration was a result of the manganese coming into contact with chlorine in the clear well. The problem has been corrected and the distribution system has been flushed. We are monitoring the manganese levels very closely to avoid this happening again.
- c. Note: Brandon Litmer is obtaining quotes for a monitor that would provide real time manganese levels in the raw finished water so this type of problem can be further avoided.

4. Administrator's Report

- a. Status Report – Brad Jones reported there were 20 credit card transactions, 167 ACH's, 1 valve turns and 3 shut offs, with 1 still off. Brad Jones reported that we have 583 accounts as of July 20, 2017.
- b. Write-Offs / Adjustments – There are 2 write offs this month. Lot 354 for \$857.62 and lot 1039 for \$484.61. A motion was made by Clair Fredrickson to write off both of these amounts and was seconded by Kathy Tarzwell. Motion carried.
- c. Correspondence – Brad Jones filled out an audit from Cincinnati Insurance and sent it back.

5. Attorney's Report – None this month.

6. Old Business

- a. Napoleon Interconnect – Napoleon is waiting for a right-of-way.
- b. Water and Sewer Plant Security - The camera and alarms have been installed. The cameras are working well and are very clear. Better than we expected.
- c. Water Tower Exterior Epoxy Overcoat & Modifications - Frank Erdosy signed the contract for the process to begin for the work on the tower. It will be high pressure cleaned

on the outside with 3 coats of epoxy applied. A multitude of safety and upgrade work to follow on the inside of the tower.

d. Water Tower Security - Put on hold until Brandon Litmer returns from vacation.

e. Outdated Policies - Clair Fredrickson has gone thru the policies and is now tackling the resolutions. Scott Wyatt, the district attorney is going to look at some of them and talk to Clair afterwards.

f. Jesse - Sewer License - In August Jesse will attend an exam review course in North Vernon that is being offered by Alliance of Indiana Rural Water. We will purchase some textbooks for this course.

g. State and Federal Grants - Brad Jones stated that so far he has not found anything that would be beneficial to us.

h. Oversight Committee - Kathy Tarzwell reported that everything is going ok in the office and nothing has to be tweaked.

7. New Business

a. Indiana State Police - Frank Erdosy talked with Jim Ponsler @ Versailles Post and he stated that they will make diagrams of our facilities and they will be put into the computers in the cars assigned to this area. Information about both plants will also be included.

b. Title swap with LSPOA - Backhoe for Tractor - All trustees need to go look at both pieces of equipment so we all know what we are talking about. Scott Wyatt explained that because we are a government entity we need to publish a notice of "intent to exchange". Further discussion will take place at the next meeting when all trustees are present.

c. Phone number - It was discussed that we need to publish again the phone number for water and pump calls. It is 812-560-1157. Brad Jones is going to make sure it is on our website and let customers know to call this number instead of security.

d. Quorum Policy - Kathy Tarzwell read the policy aloud. A motion was made we accept the policy by Paul Gosnell and was seconded by Clair Fredrickson. Motion carried.

e. Replacement for Gator - 4 person Vehicle - Scott Gibbs will get with Brandon Litmer to find out exactly what equipment is needed in a vehicle of this type.

f. The President asked Paul Gosnell and he has agreed to serve as an "at large member" on the executive committee. The board must vote to ratify his appointment.

8. Adjourn

Respectfully Submitted by
Kathy Tarzwell, Secretary

These minutes are subject to approval by the LSRWWD Board at the 8/17/2017 meeting.

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your Water/Sewer bill with ACH?**

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office and fill out the form.**