

**Lake Santee Regional Waste & Water District**  
**Meeting Minutes**

Meeting of June 18, 2015

3:30 PM

Lake Santee Community Room

Members Present [ 6 ] Absent [ 1 ] 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, Jim Hornig, Greg Montgomery, Kathy Tarzwell, and Paul Gosnell. Absent was Ed Fox. Also attending were Brad Jones, Utility Administrator and Brandon Litmer, Utility Superintendent.

2. Consent Items

- a. Minutes from May 21, 2015
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

A motion was made by Jim Hornig and seconded by Clair Fredrickson to accept 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 at this time. He stated there are several old pumps in inventory that have been stripped of all usable parts and he would like to dispose of them. Clair suggested a list of the serial numbers be kept on file, then made a motion that the 36 pumps be declared surplus and be disposed of. Kathy seconded the motion. Motion carried.
- b. Water Status Report: Brandon reported that the water plant is operating well, but he is still getting a high manganese reading. This may be a carbon issue as the carbon was recently replaced. IDEM has been contacted to assist in determining the cause. Samples of the replacement carbon were sent to IDEM for testing, but the results had not been received back at the time of this meeting. IDEM has been here and has reviewed the water processing procedures. The quality of the water is still good and it is safe, but because of the higher manganese reading, the clarity is not what we are used to. Brandon will continue to work with IDEM.
- c. Upcoming Conferences / Training Classes: Brad received an announcement of the IRSDA fall meeting to be held on October 26<sup>th</sup> at the Hamilton County Fair Grounds. Most of the Board Members usually attend this conference as it is a very informative and comprehensive annual update for sewer districts. Scott asked everyone to make note of the date and RSVP at the next meeting.

4. Administrator's Report:

- a. Status Report: Brad reported there were 6 valve turns, 3 shut-offs with all back on, 122 ACHs, and 15 credit card payments this month.
- b. Write-Offs: None this month.
- c. Correspondence:
  - i. In response to the District's request to O.W. Krohn & Associates, Brad received a proposal letter from Buzz Krohn concerning a rate study for LSRWWD. The letter reminded us that it is good practice to conduct a rate study every two to three years; our last one was seven years ago. After some discussion, Jim made a motion to have O.W. Krohn & Associates conduct a rate study based on the information contained in

their proposal, subject to approval of the proposal by the District's attorney, Anne Poindexter. Clair seconded. The motion carried.

- ii. A letter dated June 9, 2015 was received from Russ & Joan Stenger concerning the opening of the north gate. Russ was in attendance to express their concern of this matter in person. All Board Members were given a copy of the letter. Russ was given an opportunity to speak and reiterated a few points of the letter. Scott thanked Russ for his input.
- iii. A letter was received from Dick Veach, President of the LSPOA asking for an extension of the current license agreement concerning the property that the North Gate is on to 99 years. Ron Day was in attendance to speak for the POA Board. It was decided to discuss this further at a future meeting after conferring with Anne.

5. Attorney's Report: None at this time.

6. Committee Reports

a. Board Member Guide Committee

- i. Board Training Topic: From Septic to a Centralized Sewer System: Scott distributed a brief overview of how the Sewer Plant came into being. No discussion was held at this time.

7. Old Business

- a. Napoleon Water Update: A copy of the contract between Napoleon Rural Water Corporation and Decatur County Rural Water Corporation covering an Emergency Water Agreement has been received. Jim has read through it and believes it to be pretty straight forward. Scott will ask Anne to review and provide input. Brandon has talked with NRWC's manager and is set to meet later in June.
- b. RWWD Property Sale Options: It is generally felt that we would have to go through a bidding process to sell property, which means that anyone could bid for property. Scott will ask Anne to give us a report on the actual procedure for this.
- c. Annual Drinking Water Quality Report: Brandon reported this is ready to mail to all of customers. The report is also posted on the website.

8. New Business

- a. Replacement Board Member: Ed Fox has indicated he will not renew his term at the end of this year. Scott asked everyone for suggestions for Ed's replacement.

9. Adjourn

Respectfully Submitted by  
Paul E. Gosnell  
Secretary

These minutes are subject to approval by the LSRWWD Board at the July 16, 2015 meeting.