

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of March 17, 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, Jim Hornig, Paul Gosnell, Greg Montgomery, Frank Erdosy, and Kathy Tarzwell. Also in attendance were Brad Jones, Utility Administrator and Brandon Litmer, Utility Superintendent. Not present was Clair Fredrickson.

2. Consent Items

- a. Minutes from February 18, 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 and all tests normal. Some ground water is infiltrating into the system from the heavy rains, but has not been an issue.
- b. Water Status Report – Brandon reported that the Water Plant is operating well and all tests continue to be really good since the carbon replacement. The HAA5 test was under the limit, but the 4-quarter average will be above the limit because of the previous high test readings – this is a carryover from the carbon issues from last summer.
 - i. EVOQUA – supplied the bad carbon – The District's attorney has sent a letter to Evoqua related to the bad carbon they supplied. As previously reported in the last three months' 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 – this notice has not yet been received. All test results have been and continue to be in compliance since the carbon was replaced in December, including the HAA5 test results noted above.
 - ii. Water tower inspection / cleaning – The tower will be inspected and cleaned on March 22nd. Pressure in the system will be maintained by running the pumps. After the tower is refilled, Brandon will perform some tests, confirm that the results pass, and the tower will be put back into operation.
 - iii. Flushing of distribution system – Once the tower inspection and cleaning is complete, the entire distribution system will be flushed. This will take 5-6 days, depending on weather.
- c. Upcoming Conferences / Training Classes – Brandon will attend IDEM's Net-DMR class in March.

4. Administrator's Report
 - a. Status Report – Brad reported there were 24 credit card transactions, 139 ACHs, 4 valve turns and 1 shut off.
 - b. Write-Offs – There was 1 write off lot 1616 for \$2.74. A motion was made by Greg and seconded by Jim to write this off. Motion carried. A request was received for relief on the water bill for lot 737 for a water leak. This request will be discussed further at the next meeting after further information is received.
 - c. Correspondence – A letter was received from lot 364 with several questions related to the District. The lot owner, Mr. Amos, attended the meeting and his questions were discussed and answered. Thanks goes to Mr. Amos for his interest in the utility and his interesting questions.
 - d. SBOA Update – Brad finished the report to SBOA on the Gateway system and submitted our information similar to the past. Have not heard anything back yet from the SBOA whether we provided too much information again.
 - e. Miscellaneous Agency Reporting – none this month.
5. Attorney's Report – We have to have the internal control standards in place by June 30th. Brad will ask Ann if anyone else has completed this system of checks and balances.
6. Committee Reports
 - a. Board Member Guide Committee – Board Training Topic – Scott distributed maps of the local area to discuss potential expansion to neighboring communities of the District's utilities. With the lack of density nearby, there doesn't appear to be any great opportunities to expand right now.
 - b. Volunteers / topics for training – need volunteers.
7. Old Business
 - a. Napoleon Water – Brandon received some preliminary plans from Gene. He marked them up and returned to Gene for revision.
8. New Business
 - a. ACH – Frank is heading up an effort to continue educating our customers about the benefits of ACH and has put together another information page to be placed in the Smoke Signals again this month.
 - b. Management Agreement Updated Information – The amounts related to differential payments that were previously agreed to in December were reviewed and confirmed to remain as stated in the Management Agreement.
9. Adjourn

Respectfully Submitted by
Kathy Tarzwell, Secretary

These minutes are subject to approval by the LSRWWD Board at the 4/21/16 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.**