

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

**Meeting of May 21, 2015**

3:30 PM

Lake Santee Community Room

Members Present [ 7 ] Absent [ 0 ] 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, Ed Fox, Kathy Tarzwell, and Paul Gosnell. Also attending were Brad Jones, Utility Administrator and Brandon Litmer, Utility Superintendent.

2. Consent Items

- a. Minutes from April 16, 2015
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

After a quick review of the payment for cost of re-financing our bonds, Kathy made a motion to approve the consent items as presented. Clair seconded the motion. Motion carried.

3. Operator's Report

- a. Sewer Status Report: Brandon reported that the sewer plant was operating normally with no issues. The replacement testing meter (for BOD) has been delivered and is working well.
- b. Water Status Report: Brandon reported that the granular activated carbon (GAC) has been changed out and all went well. Samples have been sent off for confirmation testing. The water plant is operating normally. Manganese test results are up slightly, but still within limits – increased manganese in the water results in a slight cloudiness. Brandon is working to reduce the manganese.
- c. Upcoming Conferences / Training Classes: There are no relevant conferences at this time. Scott stressed the importance for Jesse to participate in a license test prep course this summer to be ready for the test in November.

4. Administrator's Report

- a. Status Report: Brad reported there were 5 valve turns, 5 shut-offs with 1 still off, 122 ACHs, and 15 credit card payments this month.
- b. Write-Offs: There were two homes with past due bills. Lots 737 for \$256.99 and 1105 for \$137.99. Both past owners had moved and did not leave a forwarding address. Both homes have new owners. A motion was made by Ed and seconded by Jim to write off these 2 accounts. Motion carried. Brad will continue to try collecting from each of the past property owners.
- c. Correspondence: Brad received a letter from realtor Leon Crowe concerning Lot 364, stating the sewer was backing up into the house. Maintenance investigated and found that the electricity to the pump had been turned off in the house, not allowing the pump to operate. Brad received a request from Cincinnati Insurance to update our information as part of the annual review – Brad provided.

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

6. Committee Reports

- a. Board Member Guide Committee
  - i. Board Training Topic – None this month.

7. Old Business

- a. Napoleon Water Update: Ed met with Napoleon Rural Water Corporation (NRWC) this past month and they have indicated they are very interested in a cross-connect with RWWD. The cross-connect with an adjacent utility would provide water to our distribution system in the event of a catastrophic event to the water plant. It was decided that Brandon would meet with NRWC to discuss the specifics of how the cross-connect would work, where it should be located, and determining the distances involved. NRWC is already connected with Decatur County Water and has gone through this process before, so Ed will ask for a copy of their agreement with Decatur County Water to have Anne review. Scott reminded everyone to not make any commitments until the details are known, Anne has reviewed any agreements, and the costs associated with the cross-connect are determined and approved.
- b. RWWD Property Sale Options: This subject was tabled until more information is available on the LSPOA's long term plans for the north gate.

8. New Business

- a. Annual Drinking Water Quality Report: Brandon is working on this report and will have it ready for mailing by the end of June.
- b. Lake Santee 50<sup>th</sup> Anniversary 6/13 – Plant Open House: The Water Plant will be open for tours from 2 to 4 P.M. Greg and Ed volunteered to give the tours.

9. Adjourn

Respectfully Submitted by  
Paul E. Gosnell  
Secretary

These minutes are subject to approval by the LSRWWD Board at the June 18, 2015 meeting.