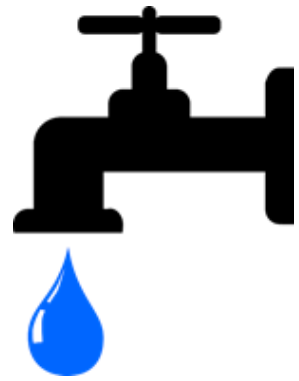


Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of September 21, 2017
3:30 PM
Lake Santee Community Room



1. Call to Order / Roll Call

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

a. Nomination and election of Treasurer

Greg has decided to step down as Treasurer, so a replacement Treasurer must be selected. Frank opened up the floor for nominations. Clair nominated Kathy to take over as Treasurer. No other nominations were received, so Frank closed the nominations. A motion was made by Paul and seconded by Jim to accept the nomination of Kathy as the new Treasurer. Motion carried.

b. Nomination and election of Secretary

As Kathy will be taking over as Treasurer, a new Secretary must be selected. Frank opened up the floor for nominations. Jim nominated Scott to take over as Secretary. No other nominations were received, so Frank closed the nominations. A motion was made by Greg and seconded by Paul to accept the nomination of Scott Gibbs as the new Secretary. Motion carried.

2. Consent Items

- a. Minutes of August 17th Regular Meeting
- b. Minutes of August 22nd Special Meeting (Tower Repair Bid opening)
- c. Minutes of August 29th Special Meeting (Tower Repair Bid approval)
- d. Financial Report
- e. Register of Claims – Water
- f. Register of Claims – Sewer

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

3. Superintendent's Report

- a. Sewer Status Report – Brandon reported that the sewer plant was operating on a normal basis with no problems and all tests in the normal range. The new tanks and pumps should be arriving soon. Brandon will inventory the scrap pumps and bring the necessary information to next month's meeting for approval to scrap these items.
- b. Water Status Report – Brandon reported that the water plant was operating on a normal basis with no problems and all tests in the normal range. There have been no further manganese issues.

4. Administrator's Report

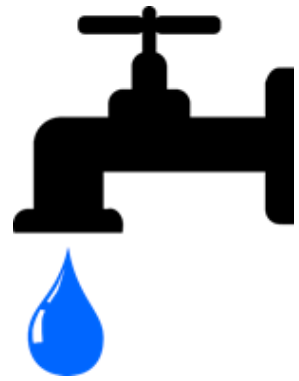
- a. Status Report – Brad reported there were 15 credit card transactions, 168 ACHs, 0 valve turns, 4 shut offs with all back on, and 232 availability billings.
- b. Write-Offs / Adjustments – None this month.

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- c. Miscellaneous – The signed Notice of Award has been received from the tower repair contractor, LC United. The courts have accepted the Stipulation of Dismissal related to “Lawsuit 525” – the lawsuit is officially over.

5. Attorney’s Report – None this month.

6. Old Business
 - a. Paul Gosnell – Ratify ex-officio member of Executive Committee
A motion was made by Kathy and seconded by Jim to approve Paul as the ex-officio member of the Executive Committee. Motion carried.
 - b. Water Tower – RWWD wording & logo
Frank obtained pricing from LC United for these items. The cost to add this wording to the current contract is too high – this will not be pursued.
 - c. Water Tower Payment Logistics – Approval of Board
The water tower repair contractor, LC United, has offered a 1% discount on their invoices if the RWWD pays them upon receipt of invoice. The invoice would be received after the work for the billing period is complete. A motion was made by Scott and seconded by Kathy to approve this procedure. Motion carried.
 - d. Outdated Policies – Clair Fredrickson – No update from Anne.
 - e. Title Swap – Intent to Exchange
Brad has published the required notices. The exchange will be complete at the end of the notice period (early October).
 - f. Manganese Monitor
Brandon is awaiting an updated proposal – the supplier’s original quote did not include all the correct components.
 - g. State & Federal Grants – Brad Jones
Brad found another grant that might be applicable, but the RWWD did not qualify.
 - h. Jesse Sewer License – School Update
Jesse has been attending the review classes and has just a few remaining. He can take the test at Ivy Tech in November.
 - i. Napoleon Water Cross Connect
Brandon contacted Napoleon earlier this week for an update on the easements and is awaiting a return call.

7. New Business
 - a. New utility vehicle
Three vendors were contacted to solicit proposals to replace the 2000 John Deere Gator. Scott and Brandon worked with the vendors to develop comparable work scopes so the 3 bids could be fairly evaluated. The lowest qualified bid was submitted by Stones Farm Service for a Kubota RTV 900 (with enclosure, heater, work lights, winch, blade, and turn signal/strobe light kit) for \$20,689. A motion was made by Kathy and seconded by Scott to proceed with the purchase from Stones for \$20,689. Motion carried.
 - b. Insurance bond for office staff and Trustees
The State Board of Accounts (SBOA) is on-site conducting an audit for years 2010-

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2017. They have recommended the RWWD procure a bond to cover the office staff that handles the cash payments – Brad is working on this.

8. Trustee Reports and Comments – None this month.
9. Guest Comments – 2 minutes each – None this month.
10. Adjourn

Respectfully Submitted by
Scott Gibbs, Secretary

These minutes are subject to approval by the LSRWWD Board at the 10/19/2017 meeting.

**You can pay your
Water/Sewer bill with ACH**

**Get the form from the RWWD website OR
stop by the office and fill out the form.**

**You may call the RWWD Office at
812-527-2943 with any questions.**