

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

Meeting of February 19, 2015 3:30 PM

Lake Santee Community Room

Members Present [ 5 ] Absent [ 2 ] Participating Electronically [ 0 ]

**1. Roll Call**

Scott called the meeting to order and requested a roll call. Members present were Scott Gibbs, Clair Fredrickson, Kathy Tarzwell, Jim Hornig and Paul Gosnell. Absent were Ed Fox and Greg Montgomery. Also attending were Brandon Litmer, Utility Superintendent, and the District's attorneys Anne Poindexter and Scott Wyatt.

**2. Consent Items**

- a. Minutes from January 15, 2015
- b. Financial Reports
- c. Register of Claims for sewer operating
- d. Register of Claims for water operating

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

**3. Operators Report**

- a. Sewer Status Report: Brandon reported that the Sewer Plant was operating on a normal basis with no problems and all tests were good. He also told us that he had received the N.P.D.S. Permit which is good for 5 years.
- b. Water Status Report: Brandon reported that the Water Plant was operating on a normal basis and all tests were good.
- c. Administrator Status Report: In Brad's absence, Brandon reported that we had 6 valves turned last month. There were 121 ACHs and 12 Credit Card payments. We had 5 disconnects with 1 still off at the time of this meeting. Brandon submitted the annual maintenance agreement for our Jay Hawk Software computer support in the amount of \$700.00. A motion was made by Clair and seconded by Jim to approve the agreement. Motion carried.

**4. Committee Reports**

- a. Board Member Guide Committee
  - i. Board Training Topic: No training program this month.

**5. Old Business**

- a. Hidden Leak Adjustments: Our new ordinance covering this subject was discussed at length. It was felt that the wording of this new version is what we want. Anne will put it in its final form for approval at the March meeting.
- b. Napoleon Water Update: Nothing to report at this time.
- c. Bond Refunding: Scott and Anne presented a report that was up to date with the year-end financial numbers and projections of our proposed refinancing of the outstanding Water and Sewer Bonds. A letter was read from Buzz Krohn with his recommendation of proceeding with the Piper Jaffray proposal. Based on this and all of the other information that has been reviewed with us, Anne brought with her an Ordinance that we labeled Ordinance 2-19-2015 to acknowledge to the Bond purchaser that the District was ready to proceed with the refunding. Clair made a motion that we proceed with the refinancing of all of the outstanding bonds for both the Sewer and Water bonds. It was seconded by Kathy. Motion carried. Based upon this motion, Anne will have all four parties proceed with formalizing the refunding of the bonds and create the new Bond Ordinance. A special meeting was then scheduled for March 4, 2015 to formally pass the Bond Ordinance and execute all of the necessary documents.

**6. Attorney's Report**

Anne told us about H.B. 1496 that, if made into law, would dramatically change our ability to collect past due bills and alter the way our board is selected. She encouraged us to contact our legislators and let them know how we felt about this bill.

7. New Business

- a. Write-Offs: There were four (4) accounts presented for write offs this month. Lot #759 for \$92.74 and Lot #949 for \$63.76, both from tax sales. Lot #1659 for \$189.58 for amounts incurred after the sale of a property. Kathy made a motion to write off these 3 amounts, Jim seconded, and motion carried. The fourth item was Lot #735 for \$63.76 – more information is needed after Brad returns before this account can be decided upon.
- b. Leak Adjustments: Lot #456 in the amount of \$418.81 and Lot # 90 in the amount of \$266.17, both for frozen water pipes in Dec. and Jan. It was determined in the following discussion that both homeowners made repairs as soon as possible. Jim made a motion to adjust both amounts and Kathy seconded it. Motion carried.
- c. Correspondence: None at this time.
- d. Upcoming Conferences / Training Classes: None at this time.
- e. AWWA Conference Report: Brandon attended this conference and felt it was a good meeting, especially on the Sewer portion. Brandon earns many of his needed CEU credits to maintain his license at this conference.
- f. ETC Building on RWWD Property: ETC requested permission to construct a building next to the water tower. The building will be approximately 15' x 20' in size. It will have a brick exterior and will be landscaped. The purpose of the building is to house ETC's equipment for the proposed fiber optic wiring to the lake. After hearing their proposal and a lengthy question and answer session, ETC was told they could proceed with the planning stage of this program. ETC is to submit to the District more detailed information regarding their responsibilities and financial proposal before any final decisions are made – this information will need to be reviewed with Anne, as well.

8. Adjourn

Respectfully Submitted by

Paul E. Gosnell

Secretary

These minutes are subject to approval by the LSRWWD Board at the March 19, 2015 meeting.