

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of 5-16-2019

3:30 PM

Lake Santee Community Room



1. Call to Order / Roll Call

President Paul Gosnell called the meeting to order and requested a roll call. Members present were Paul Gosnell, Dick Veach, Claude Livesay, Kathy Tarzwell, Jim Hornig and Larry Kiernan. Also in attendance was Utility Superintendent Brandon Litmer.

Guest introduction and short comments

Guests included - None

2. Consent Items

- a. Minutes of 4-18-2019 Meeting
- b. Financial Report
- c. Register of Claims – Water
- d. Register of Claims – Sewer

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

3. Superintendent Report

- a. Sewer Status Report
All test normal plant operating well
Drying beds emptied
2nd clarifier empty
- b. Water Status Report
All test normal plant operating well
Quarterly tests sent in results in a couple of weeks
Safe installed moving of documents has started
Flushing completed
Testing of water meters to start 6/1

4. Administrator Report by Paul

- a. Status report
None
- b. Write-offs / adjustments
Paul asked to write off \$1.93 for lot #1026 to clear old account. Dick made a motion seconded by Jim to write off \$1.93 for lot #1026. Motion carried
- c. Miscellaneous
Open office position interviews to start next week.

5. Treasurer Report

Kathy stated that a CD in the amount of \$66000.00 was purchased.

Kathy stated a need for more than one person to be listed as administrator regarding The First Financial Bank accounts, she will check with the bank about the possibility of adding a second administrator.

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6. Attorney's Report
Paul read an email from Anne regarding information on adding a renter deposit for water and sewer service.

7. Old Business
 - a. Napoleon Water Update
 - i. No new information.
 - b. Wetlands Project
Dick provided update on the last meeting.
 - c. Salt Creek Conservation Committee
Meeting set for 6/17 6:00pm Lake Santee Community Room, topics will be backyard conservation, composting methods. Register to receive free rain barrel.
 - d. Condition of water mains reviews
 - e. Open office position
 - f. Quick Books Financial report for water and sewer
 - g. Renters water and sewer deposit
 - h. Plant LED lighting quotes

8. New Business
Abe Koehne passed his sewer license test which entitles him to an additional salary differential. Larry made a motion seconded by Jim to add the differential to his salary. Motion carried.

9. Trustee Reports and Comments – none this month

10. Adjourn
A motion was made by Jim seconded by Larry to adjourn. Motion carried.

Respectfully Submitted by
Claude Livesay, Secretary

These minutes are subject to approval by the LSRWWD Board at the 6-20-2019 meeting.