

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of May 17, 2018

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, Scott Gibbs, Kathy Tarzwell, Paul Gosnell, and Jim Hornig. Absent were Clair Fredrickson and Larry Kiernan. Also in attendance were Utility Superintendent Brandon Litmer and the District's attorney Anne Poindexter.

Guests included POA Board President Doug Lecher, POA Board Member Shannon Gibbs, and Vicki Wilson.

2. Consent Items

- a. Minutes of April 19, 2018 Meeting
- b. Financial Report
- c. Register of Claims – Water
- d. Register of Claims – Sewer

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

3. Superintendent Report

- a. Sewer Status Report
 - i. Brandon reported that everything is operating well and all tests are normal.
 - ii. Two new sewer connections were installed this month.
- b. Water Status Report
 - i. The water plant is operating on a normal basis with no problems and all tests in the normal range.
 - ii. Flushing of the mains continues.
 - iii. The carbon has been replaced and backwashed.
 - iv. Samples were collected for the quarterly DBP (disinfection by products) and the quarterly SOC (synthetic organic compounds) testing and sent off to the lab for analysis.
 - v. One new water connection was installed this month.

4. Treasurer Report

- a. Banking – transition from MainSource Bank to First Financial Bank – Kathy is working on completing the paperwork from the bank to transfer our accounts from MainSource to First Financial. Kathy indicated there is a lot of paperwork involved in this transition.
- b. A/P Checks – With the bank transition, we will have to order new checks.
- c. Adjustments – Lot 1324 for \$514.17 for a hidden leak between the meter and the house. A motion was made by Jim and seconded by Kathy to approve this adjustment. Motion carried.

5. Attorney's Report – None this month.

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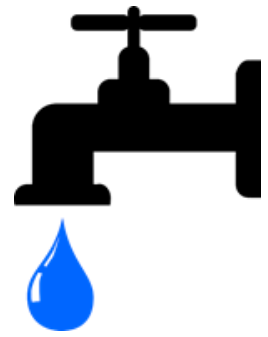
6. Old Business

- a. Tower Security Barriers – Brandon reported that the concrete barriers supplier still has only ½ of the barriers that are needed. He will start the stone and set the barriers that he can until the balance is delivered.
- b. Wet Lands Project – Scott reported that the POA Sediment Committee has contacted three companies to visit the lake and review the lake inlets. The intent is to try to update the data that was collected back in 2006 and start the proposal process to see what the magnitude of costs might be for various potential solutions.
- c. Property Sale – The “tracts”, which contain multiple lake lots, are recorded as a single parcel with the county. To sell individual lots, the parcels would need split back into lots, or have to be sold in bulk. Anne indicated that these parcels can be split back into individual lots if desired.
- d. Backup Operator Replacement – Brandon reported that he and Dick Veach have a second interview with a candidate scheduled for next Monday.

7. New Business

- a. Water & Sewer Bills – Continuous Review and Tracking – Frank asked Larry to review and help track the District’s accounts payable.
- b. ETC Tower, Email Addresses, 25x10 Internet, VPN, Airborne
 - i. Frank is working with ETC on the back rent that ETC owes the District for utilizing the top of the water tower. ETC has offered to pay a portion of the back rent via additional provided services, but not all. Anne will review the contract to confirm, but believes that ETC may still be liable for the entire amount. Frank and Anne to follow up.
 - ii. Frank set up individual email addresses for Barb and Michelle so they can access the internet banking program individually.
 - iii. Frank believes the internet speed of 10x1 at the water plant is too slow and is working to increase the speed to 25x10 for an additional fee as part of the additional provided services from ETC mentioned in 7.b.i above. Brandon reported that he has no issues with accessing the plant systems utilizing the current internet speeds. No motion was made on this proposed agreement.
 - iv. Frank announced he is looking into VPN as additional protection on the internet access to the plant.
- c. 2018 Management Agreement w/ POA – Modification – Frank is considering making changes to the Utility Administrator responsibilities and has been discussing this with Doug Lecher, POA Board President. A long conversation was held during the meeting discussing which tasks Frank believes can be eliminated from the Utility Administrator position, how those tasks would still be accomplished (by the attorney or by the accountant, for example), and at what additional expense to the District. Frank will put together a proposed plan detailing the tasks he believes should be changed for the RWWD Board to review, along with review by Doug Lecher before any modifications to the Management Agreement are implemented.

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8. Trustee Reports and Comments – no additional comments
9. Guest Comments – none this month
10. Adjourn

Respectfully Submitted by
Scott Gibbs, Secretary

These minutes are subject to approval by the LSRWWD Board at the 6/21/2018 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.**