

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of April 19, 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, Clair Fredrickson, Scott Gibbs, Kathy Tarzwell, Paul Gosnell, Jim Hornig, and Larry Kiernan. Also in attendance were Interim Lake Manager/Utility Administrator Dick Veach, Utility Superintendent Brandon Litmer, the District's attorney Anne Poindexter, and the District's accountant Shaun King.

Guests included Vicki Wilson.

2. Consent Items

- a. Minutes of March 15, 2018 Meeting
- b. Financial Report
- c. Register of Claims – Water
- d. Register of Claims – Sewer

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

3. Superintendent's Report

- a. Sewer Status Report
 - i. Brandon reported that everything is operating well and all tests are normal.
- b. Water Status Report
 - i. The water plant is operating on a normal basis with no problems and all tests in the normal range. With the recent heavy rains, the turbidity has been higher than usual.
 - ii. Flushing of the mains has begun and will continue one day per week for the next six weeks.
 - iii. Brandon has ordered the new carbon and it should arrive the week of 4/30/18. Approximately 9900 pounds of carbon is required; the cost is \$1.17 per pound plus delivery totaling just under \$13,000.
 - iv. Frank announced that he is going to have the county sheriff patrol the District property. The sheriff will not charge for this patrolling. To allow the sheriff into the District property, a security keypad will be purchased and installed at the gate.

4. Financial Report

Kathy reported that Lake Santee POA Security personnel (and District Board Member) Jim Hornig will be taking the cash deposits to the bank as needed.

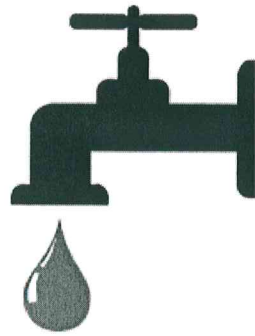
5. Attorney's Report – None this month.

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6. CPA Report

- a. Shaun King handed out three different Profit & Loss reports and a Balance Sheet report and briefly discussed these reports.
- b. Shaun stated Frank had asked him to run an analysis comparing the costs incurred via the Management Agreement with the POA against the estimated costs for the same services if the District were to hire out those services from an entity different than the POA. Currently, the District has a Management Agreement in place with the Lake Santee POA to contract certain services from the POA. This Management Agreement has been in place for over a decade with the intention of the District and the POA sharing certain resources so both entities can save money. Some of the resources that are shared include the Lake Manager / Utility Administrator, Lake Superintendent / Utility Superintendent, maintenance personnel / utility workers, office staff, office space, office equipment, tools & equipment, etc. Shaun stated his initial analysis indicated that the burdened labor costs for hiring out separately from the POA Agreement would roughly equal the total cost the District currently pays to the POA via the Management Agreement. This analysis did not include the "Other Expenses" portion of the Management Agreement, which would add \$20,487 of additional cost to the outsourced services. This will have to be studied further to evaluate if there are savings that may be realized.

7. Old Business

- a. Ordinance 04-19-2018 Credit Card Processing Fees Reimbursement – Kathy performed the second reading of this Ordinance. A motion was made by Kathy and seconded by Larry to approve the Ordinance. Motion carried.
- b. Tower Security Barriers – Brandon reported that the concrete barriers are scheduled to be delivered 4/26/18 and the project will start then.
- c. Wet Lands Project – no update.
- d. Property Sale
 - i. Paul received a rough draft of the appraisal values for the District's properties. Once this becomes a full appraisal, it would count as one of the two appraisals required before District property could be sold.
 - ii. Paul also learned that 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.
 - iii. Paul explained the property lines for Tract 5 / Lot 1781, where the north gate is generally located.
- e. Backup Operator Replacement – Brandon reported that interviews for the replacement personnel are scheduled for next week.

8. New Business

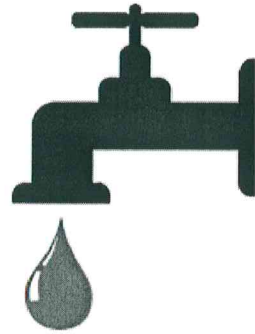
- a. On-Line Banking – Frank and Kathy have been set up as authorized users for this.

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- b. ETC Tower Lease Contract – ETC leases space on the top of the water tower from the District and there was an issue with the invoicing and payments related to that lease; and ETC owes the District money. Frank will follow up with ETC to either collect the back payments or negotiate discounted future services for the plant.
 - c. Utility Administrator – Frank stated that he and POA President, Doug Lecher, have been discussing the level of responsibility that the new Lake Manager / Utility Administrator will have in District activities.
9. Trustee Reports and Comments
- a. Clair Fredrickson
 - b. Scott Gibbs
 - c. Kathy Tarzwell
 - d. Paul Gosnell
 - e. Jim Hornig
 - f. Larry Kiernan
10. Guest Comments
11. Adjourn

Respectfully Submitted by
Scott Gibbs, Secretary

These minutes are subject to approval by the LSRWWD Board at the 5/17/2018 meeting.

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Water/Sewer bill with ACH**

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OR
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812-527-2943 with any questions.**