

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

Meeting of 8-20-2020

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, Greg Coffin, Larry Kiernan, Claude Livesay, Dick Veach, Dave Roa and Gordon Burgess. Also in attendance were Utility Administrator John Lecher, Utility Superintendent Brandon Litmer and Clerk Fae Cutrufelli.

Guest introduction and short comments

Guests included Gina Julien

Gina Julien is a newly elected POA board member in charge of the lake and beaches. Gina stated she is attending to observe and learn about the RWWD and assist with possible grant for wetland project.

2. Consent Items

- a. Minutes of 7-16-2020 Meeting
- b. Financial Report
- c. Register of Claims – Water
- d. Register of Claims – Sewer

Correction of the misspelling of Gordon Burgess name.

A motion was made by Dick and seconded by Dave to accept the consent items as corrected. Motion carried.

3. Superintendent Report

- a. Sewer Status Report  
All test normal  
Replaced roof on sewer lab

- b. Water Status Report  
All test normal  
Carbon changed and online  
SCADA processor in need of replacement after faults, John provide quote from Toric Engineering. Dave made a motion seconded by Larry to accept quote to replace SCADA processor in the amount of \$22198.00. Motion carried. Brandon to contact Toric Engineering ASAP to schedule replacement.  
Sent out TOC sample  
After discussion possibility of the need to add a clarifier, Brandon will provide more information at next RWWD board meeting.

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4. Administrator Report
  - a. Status report

Governors COVID 19 shutoff and late charge mandate has expired  
RWWD board will review shutoff and late charge policy at each monthly meeting  
Dick made a motion seconded by Claude to review shutoff and late charge policy at each monthly meeting of the RWWD board and to reinstate charge card fees and valve fee policy. Motion carried  
Water and Sewer works bond refinancing complete.  
Rebalancing of accounts complete, to be reviewed yearly
  - b. Miscellaneous

John stated review of POA management agreement will start soon.  
Larry and Paul will attend meetings with RWWD input
5. Report of the Clerk
  - a. Status report

All items going well  
Presented new request for adjustment form  
All RWWD and POA lots in the system
  - b. Write-offs / adjustments

Fae requested a write off for account #9437-01 in the amount of \$94.23.  
Dave made a motion seconded by Larry to write off \$94.23. Motion carried.

Fae presented 4 pool fill adjustments as follows.  
Account #0234 for \$171.77, #0401 for \$69.34, #0645 for \$55.86, and #0033 for \$30.24.  
Claude made a motion seconded by Greg to make adjustments to the 4 accounts totaling \$327.21. Motion carried.
6. Treasurer Report

All members resigned signature forms for the bank  
CD coming due in October
7. Attorney's Report

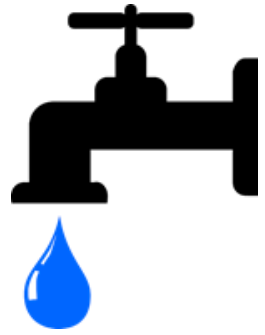
None
8. Old Business
  - a. Napoleon Water Update

Engineering study complete  
Gene getting new easement forms signed
  - b. Salt Creek Conservation Committee

No change
  - c. Wetlands Project

John and Gina will work together on possible grant project and report any information to the Wetland committee, POA board and RWWD board.

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9. New Business  
None

10. Trustee Reports and Comments – none this month

11. Adjourn

Respectfully Submitted by  
Claude Livesay, Secretary

These minutes are subject to approval by the LSRWWD Board at the 9-17-2020 meeting.