

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

Meeting of March 21, 2024

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, Scott Gibbs, Tom DePalma, and Maurie Goodwin. Also in attendance was Utility Administrator John Lecher (by phone). Absent were Gordon Burgess and Utility Superintendent Brandon Litmer.

2. Guest introduction and short comments

Guests included – none this month

3. Consent Items

- a. Minutes of 2-15-2024 Meeting
- b. Financial Report
- c. Register of Claims – Water
- d. Register of Claims – Sewer

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

4. Superintendent Report – Brandon emailed his report ahead of the meeting

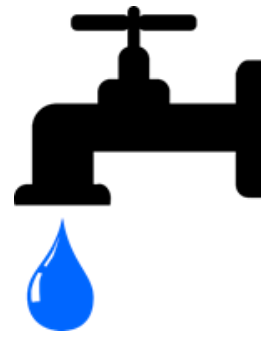
- a. Sewer Status Report
  - i. Brandon reported that everything is operating well with no issues.
- b. Water Status Report
  - i. Brandon reported that everything is operating well.
  - ii. The intake water continues to warm up, helping the membrane to not have to work as hard.
  - iii. The lake water level is about 9” from spillway elevation.
  - iv. The disinfectant by products (HAA5) sample results were received. The reading at 1543 was 31.0 putting the 4-quarter average at 37.2 (the maximum allowed 4-quarter average is 60.0). The 1650 reading was 30.0 giving a 29.9 4-quarter average. Both are very good results.
  - v. Flushing of water mains will begin in April – flushing to occur on Wednesdays and Thursdays.

5. Administrator Report

- a. Status report
  - i. 1 leak notice sent out (the office is working with the customer)
  - ii. 3 disconnects
- b. Write-offs / adjustments
  - i. Account 0447 in the amount of \$368.57. Greg made a motion seconded by Tom to credit this account for a leak adjustment. Motion carried.
- c. Alliance of Indiana Rural Water Spring Conference attendance
  - i. This conference is where Brandon can receive the continuing education credits needed to keep his Water and his Wastewater licenses current. Maurie made a motion seconded by Greg to approve the cost of \$731.02 for Brandon to attend this conference. Motion carried.

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6. Treasurer Report
  - a. No issues to discuss.
7. Old Business
  - a. Moccasin Meadow Water Supply Agreement – The on-site meeting scheduled for 2/28/24 was cancelled by the property owner at the last minute and will have to be rescheduled.
  - b. Service Line Inventory (EPA requirement)
    - i. The District is required to submit a service line inventory to the governing authorities by 10-16-24.
    - ii. An informational publication was placed in the Smoke Signals to help educate the customers on the details of the inventory and what the customers can do to assist with the process to help keep costs down.
    - iii. The office mailed out 375 letters to residents who have homes built prior to 1987; a total of 107 have been filled out and returned to the office so far; 28 homeowners have replied requesting help in identifying the service line material.
    - iv. A reminder mailing will be sent out in April as only about 1/3 of homeowners have replied so far.
  - c. Air in the water intake pipe
    - i. Brandon has requested a quote from a diving company to inspect the raw water intake / screen.
    - ii. Representatives from Wessler Engineering met with John and Brandon on 3/7/24. They toured the plant and will put together a General Services Agreement proposal for the District's review.
  - d. Commonwealth Engineers General Service Agreement
    - i. Tabled until other GSAs are received / reviewed.
8. New Business
  - a. Annual Financial Report submitted to State Board of Accounts (SBOA)
    - i. The District's outside accounting firm generated, reviewed and submitted the AFR to the SBOA through the Gateway Portal (submitted on 3/1/24). This note is to document that the AFR was reviewed by the District Board and that the Board had no questions or recommended changes at the time, subject to audit by the SBOA. A motion was made by Maurie and seconded by Larry to approve this documentation. Motion carried.
9. Trustee Reports and Comments – none this month
10. Adjourn

Respectfully Submitted by  
Scott Gibbs, Secretary

These minutes are subject to approval by the LSRWWD Board at the 4/18/2024 meeting.