

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of April 18, 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, Gordon Burgess and Maurie Goodwin. Also in attendance were Utility Administrator John Lecher and Utility Superintendent Brandon Litmer.

2. Guest introduction and short comments

Guests included – Dean Rogers (Wessler Engineering) gave a brief overview of the company and its capabilities in the water / wastewater sectors.

3. Consent Items

- a. Minutes of 3-21-2024 Meeting
- b. Financial Report
- c. Register of Claims – Water
- d. Register of Claims – Sewer

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

4. Superintendent Report

- 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 with no issues.
 - ii. Flushing of water mains continues on Wednesdays and Thursdays and should be complete in early May.

5. Administrator Report

- a. Status report
 - i. 8 leak notices sent out (the office is working with the customers)
 - ii. 3 disconnects with 1 still disconnected
- b. Write-offs / adjustments
 - i. Account 10233-02 in the amount of \$14.12. Tom made a motion seconded by Greg to write off this amount for old uncollectable available charges for property that was sold. Motion carried.
 - ii. Account 0534 in the amount of \$123.50. Maurie made a motion seconded by Gordon to credit this account for a leak adjustment. Motion carried.
 - iii. Account 0404 in the amount of \$183.67. Maurie made a motion seconded by Greg to credit this account for a leak adjustment. Motion carried.
- c. Miscellaneous
 - i. John to discuss with the District's attorney, Anne, the wording of the disconnect appeal policy. There is already a leak adjustment policy and there may be some overlap that could be cleaned up. Scott illustrated the timing of water usage, bill notice, payment due date and the multiple disconnect notices that are sent prior to an actual disconnect occurring.

Lake Santee Regional Waste & Water District
Meeting Minutes

Meeting of April 18, 2024

3:30 PM

Lake Santee Community Room



6. Treasurer Report
 - a. No issues to discuss.
7. Old Business
 - a. Moccasin Meadow Water Supply Agreement
 - i. John, Brandon and Anne will meet with the property owner and his attorney on F 4/19/24 at 2:00 p.m.
 - ii. It was also discussed whether the existing check valve at the end of that line should be replaced with a back flow preventer.
 - 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 108 have been filled out and returned to the office so far; 34 homeowners have replied requesting help in identifying the service line material.
 - iv. A reminder mailing was sent out in April as only about 1/3 of homeowners have replied so far.
 - c. Air in the water intake pipe
 - i. A quote from a diving company to inspect and clean the raw water intake / screen was received. A motion was made by Maurie and seconded by Gordon to approve this work for an amount not to exceed \$7,000. Motion carried. John is soliciting additional quotes for the same work before a company is chosen.
8. New Business
 - a. General Service Agreements – Three proposals were received from engineering companies to provide future general engineering / services work at the water and wastewater plants. After review, it was decided to engage two of the companies to provide the District with options in the future when the need arises. Greg made a motion seconded by Maurie to sign GSAs with Commonwealth and Wessler. 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 5/16/2024 meeting.