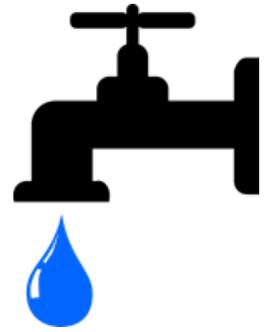


**Lake Santee Regional Waste & Water District**  
**Meeting Minutes**

Meeting of May 16, 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 (by phone), 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 – none this month.

3. Consent Items

- a. Minutes of 4-18-2024 Meeting
- b. Financial Report
- c. Register of Claims – Water
- d. Register of Claims – Sewer

A motion was made by Scott 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.

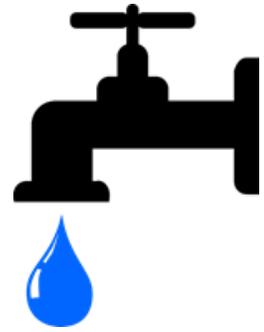
- ii. The lake turned over last week and caused a brief spike in manganese levels of the raw water. The potassium permanganate treatment was increased to counter the manganese levels. When the lake turns over quickly like this, Brandon tests the manganese levels several times per day to be able to quickly increase the treatment chemicals as needed, then back off the treatment chemicals as the manganese readings level out.
- iii. What is Manganese? It is a naturally occurring element found in the earth's crust and is present in a wide variety of foods, including whole grains, clams, oysters, mussels, nuts, soybeans and other legumes, rice, leafy vegetables, coffee, tea, and many spices such as black pepper. Drinking water also contains small amounts of manganese. Higher levels of manganese in drinking water can result in discoloration.
- iv. One customer called the office to advise he saw a yellowish tint in his water. John and Paul went the customer's house and took water samples from the tap to have tested. At the time the samples were taken, the tap water was visibly clear.
- v. Flushing of water mains is complete for the spring.
- vi. Water samples were collected for the quarterly disinfection by-products testing and sent out to the lab.

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- vii. The antenna on the water tower for the SCADA connection to monitor tower water level is having connection issues. It was repaired once before, but the equipment has become obsolete. Brandon received a quote from Toric to replace / upgrade this connection; the equipment has a lead time of 26-30 weeks. A motion was made by Maurie and seconded by Gordon to approve Toric's quote of \$15,591. Motion carried.
5. Administrator Report
- a. Status report
    - i. 9 leak notices sent out (the office is working with the customers)
    - ii. 0 disconnects this month
  - b. Write-offs / adjustments
    - i. Account 9816-01 in the amount of \$7.06. Gordon made a motion seconded by Maurie to write off this amount for old uncollectable availability charges for property that was sold. Motion carried.
6. Treasurer Report
- a. No issues to discuss.
7. Old Business
- a. Moccasin Meadow Water Supply Agreement
    - i. John, Brandon and Anne met with the property owner and his attorney on F 4/19/24 at 2:00 p.m. The property owner has still not signed the Agreement.
    - ii. Now, the property owner asked that the RWWD extend the mains and relocate the meter pit(s) to each individual user. John has contacted Napoleon Water and asked for a quote to perform this work. This work is outside the scope of what the RWWD provides, so the cost would be borne by the users requesting the extension.
  - 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 178 have been filled out and returned to the office so far; 38 homeowners have replied requesting help in identifying the service line material.
    - iv. John and Brandon met with Scott Aaron from IDEM for an update on our progress and next steps.

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- c. Air in the water intake pipe
  - i. The diving company has the ability to provide 3D imaging of the intake line and screen while their consultant is in town this week and says with this technology, the unclear water is not an issue. A motion was made by Maurie and seconded by Tom to add this scope while the divers are here in the amount of \$1,800. Motion carried.
8. New Business
  - a. Payments by mail policy – The RWWD Ordinance states that payments must be received by the RWWD by the due date, which is the 20<sup>th</sup> of the month. A previous utility administrator implemented a policy for the office to follow, but that policy creates additional work for the office staff, is in direct conflict with the Ordinance and was never approved by the RWWD Trustees. To clarify this, a motion was made by Gordon and seconded by Scott to follow the Ordinance requirements as written relative to the payment due date. Motion carried.
  - b. Plant operational review options – In lieu of hiring the outside company, Strand, to perform this work, it was decided to utilize our own Greg Coffin to help out with this. Since Greg is a member of the RWWD Board and an employee at Citizens Energy Group, it was essential to get all the proper approvals. The District's attorney, CEG, and the County Commissioners were all apprised of the plan and have given their approval to proceed. A motion was made by Maurie and seconded by Tom to engage Greg for this work at the agreed-to rate with a cost not to exceed \$15,000. Motion carried.
9. Trustee Reports and Comments – Maurie asked if the flush hydrants could also be used as fire hydrants. Brandon said the system pressure isn't high enough for that. The CCVFD has a procedure in place where they can pump from the lake into a holding tank to supply their trucks, if needed. John to ask the CCVFD about dry hydrants.
10. Adjourn

Respectfully Submitted by  
Scott Gibbs, Secretary

These minutes are subject to approval by the LSRWWD Board at the 6/20/2024 meeting.