Lake Santee Regional Waste & Water District

Meeting Minutes

Meeting of October 16, 2025- 3:30 PM

Lake Santee Community Room



1. Call to Order / Roll Call
    a. President Tom DePalma called the meeting to order and requested a roll call. Members present were Tom DePalma, Maurie Goodwin, Larry Kiernan, Larry Nicks, Bob Kasee and Steve Yost. Also in attendance were Utility Administrator John Lecher, Utility Superintendent Greg Coffin and Utility Operator Dom Huber.

2. Guest introduction and short comments
    a. Guests included Deb Haboush (Lot 536), John Hunt (Lot 912) and Joyce Eddy (Lot 68), all candidates for the open trustee position. Also present, Anne Hayes from Wessler Engineering.

3. Consent Items
    a. Minutes of 8-21-25 Meeting
    b. Financial Report
    c. Register of Claims – Water
    d. Register of Claims – Sewer

    A motion was made by Maurie and seconded by Larry N. to accept the consent items. Motion carried.

4. Superintendent Report
    a. Sewer Status Report
        i. Greg reported that the plant is running well, although there were a couple diffusers blocked and they changed the way they do things which resolved the issue.

    b. Water Status Report
        i. Greg reported that the plant is running well.

    c. Plant Operational Review Report
        i. #44 & 45 (sewer) – The drying beds are working properly but there are some concerns about possible broken tiles. Greg recommends getting the entire system inspected by camera in order to verify status. He also discussed the possibility of using dumpster bags in the drying process, both in conjunction with and separately from what is currently being done. Both issues will be looked into further before recommending to the board how to proceed.
        ii. #74 (water) The high pressure pump rebuilt by Bastin Logan had a vibration upon install, so it has been sent back for repair. The new motor purchased in September as a back up has been installed. The pump out for repair will become the back up.
        iii. #10 & 11 (water) – The new membrane filters have arrived. Greg has

ordered additional accessories which have an expected arrival time of the first week of November. They serviced one air compressor on one of the membranes, which is a potential weak spot. There are two membranes that each have an air dryer and a compressor. One air dryer needs repair which will be repaired next year and they need to become an annual inspection item.

iv. #37 & 38 (sewer) The rotors in the oxidation ditch needs gone through. They use both during the summer months, so they will be repaired in the winter when they can use one and fix the other. There are some concerns that they may have both the original shafts and bearings, so they will be closely inspected during repair.

v. A proposal was received from Waterly regarding data collection and reporting. Dom has quite a bit of experience using Waterly and has been pleased with the calculations it performs and the monthly reporting. It appears that it may have some similarities with the Asset Plan which Wessler Engineering is currently preparing for the District. Once the asset plan is completed, a comparison will be made to determine if Waterly would just be a duplication of the Asset Plan or a compliment to it.

d. Our current Neptune system can read leaks, but there are other vendor products out there that read leaks quicker; however, at substantially higher costs. These other vendors will be researched further to see if they should be considered.

5. Administrator Report
    a. Status report
        i. 14 leak notices sent out. Most have been resolved.
        ii. 1 disconnect this month. Water has since been reconnected. The customer requested additional notification from the Utility Administrator , who then reviewed the District policy with the customer. Our process was then confirmed with the RWWD Attorney.

    b. Write-offs / adjustments – Acct. 0394 has requested a leak adjustment of $237.75 for a leak under the house. A motion was made by Maurie, seconded by Bob for a refund. Motion carried.

    c. John informed the board of an upcoming POA meeting with the Decatur County Area Plan Director to explain the new NG911. Meeting is scheduled for November 17 at 6:30 pm in the community room.
6. Treasurer Report – A CD is up for renewal. Our choice of terms is 7 months at 3.85% or 11 months at 3.55%. Larry Nicks made a motion for 7 months at 3.85%, which was seconded by Maurie. Motion carried.

7. Old Business
    a. Wessler projects status was updated by Anne Hayes.
        i. Asset management plan – Wessler has completed their portion and is ready to meet with us to go over everything. John and Tom, along with Steve (given his experience with the POA Asset Management Plan) will coordinate a meeting with Wessler.

ii. GIS mapping – Wessler has completed the majority of their work. We now need to purchase the hardware and software package required to operate our end of it. Larry K made a motion for these purchases which was seconded by Larry N. Motion was approved.

b. IDEM water plant inspection of 7/9/25 – of the 9 remaining open items 3 will be resolved once Greg passes his licensing tests and gets certified. Test is scheduled for 11/7 with a review class preceding the test. The practical exam will be administered once the written portion is passed. Two more are in the hands of the RWWD attorney, Another one will be completed once the new chlorine monitor arrives and is installed. Leaving only three items to be addressed internally.

   John had a conversation with the IDEM inspector who was very complimentary of the work Greg and Dom have done to resolve these issues.

c. Excavation safety training – Confined space training has been completed. Excavation online training is scheduled for 10/23.

d. Management Agreement – mid-year review
   i. Maurie, Steve and Larry N. have completed their review and updates to the management agreement in conjunction with the POA's committee. It is anticipated that both the POA and the District will approve this agreement in December.

8. New Business

   a. Board Trustee Replacement - The Board was fortunate to have three candidates show interest in the open position. After a discussion, the board nominated Joyce Eddy with the recommendation for appointment by the Decatur County Commissioners.
   b. Maurie made a motion to elect Steve Yost as the new secretary. The motion was seconded by Bob and the motion carried.
   c. Litmer Consulting Agreement - After some discussion among the board, Larry Nicks made a motion to extend the Litmer Consulting Agreement for a period of 6 months. Maury seconded the motion and it carried.
   d. Barnes Pump issue - A question came up while Greg was ordering new pumps for household lift stations. They are considered an inventory item, so Greg can place orders as needed. Typically 10 have been ordered at a time; however, Greg noted a substantial discount was given for an order of 20. He was hesitant to order such a large number, so he contacted Tom. Tom felt given the dollar amount involved that the type of motor used and the alternatives available, the distributor used, dollar cost of larger orders and the number needed on hand for efficient work. Larry Nicks made a motion to allow Greg to order up to 25 pumps and 12 lift stations at a time in order to have enough on hand to meet our annual need. Motion was seconded by Bob and it carried.
   e. The insurance package currently offered was reviewed by the Utility Administrator and compared to other water/sewer districts in the surrounding area. It was found that the RWWD was not competitive with what others offered. Therefore, the District agreed to recommend changes to match what is offered in the area in order to be competitive.

9. Trustee Reports and Comments
   No comments or reports were made at this time.

10. Adjourn

Respectfully Submitted by
Steve Yost, Secretary

These minutes are subject to approval by the LSRWWD Board at the 11/ 20/2025 meeting.