Lake Santee Regional Waste & Water District

Meeting Minutes

Meeting of 11-21-2019

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, Dick Veach, Claude Livesay, Kathy Tarzwell, and Jim Hornig. Also in attendance were Utility Administrator John Lecher, Utility Superintendent Brandon Litmer, Clerk Fae Cutrufelli and Operator Abe Koehne.

   Guest introduction and short comments

   Guests included Vicki Wilson, Ben Christiansen of Utility Supply Company

   One quest stated the need to retain all LSRWWD lots and tracts to maintain green space, provide water shed run off and future trails.

2. Consent Items
   a. Minutes of 10-17-2019 Meeting
   b. Financial Report
   c. Register of Claims – Water
   d. Register of Claims – Sewer

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

3. Superintendent Report
   a. Sewer Status Report
      All test normal, plant operating well.
      Permit expires 5/2020, Brandon has started application for permit renewal.
      IDEM preformed yearly Compliance Evaluation Inspection on 10/30, 4 items listed as marginal, Brandon will update procedures for the 4 items.
   b. Water Status Report
      Carbon changed 10/22 back online 10/25
      Quarterly samples were taken, awaiting results.
      Auto flush valves not needed at this time, October flushing 75% complete.
      Working with Water Solutions and Aquatic Controls on options for better control of algae and if additional permit is needed.

4. Administrator Report
   a. Status report
      The Jayhawk contract expires 2/16/2020. Dick made a motion seconded by Kathy to renew the Jayhawk contract for an additional year in the amount of $725.00.
   b. Miscellaneous
      Ben Christiansen of Utility Supply Company provided a quote and a detailed presentation for new software, equipment and support to read meters.
      A motion was made by Dick seconded by Claude to purchase the new equipment, software and support per the quote for $12001.00. Motion carried.

Lake Santee Regional Waste & Water District
Meeting Minutes
Meeting of 11-21-2019
3:30 PM
Lake Santee Community Room



5. Report of the Clerk
    a. Status report
    No issues.
    Jayhawk training going well.
    As of 11/18/19 the LSRWWD is online with Internet Data Storage Service through Jayhawk for backup of all data.
    b. Write-offs / adjustments
    Lot #1340 asked for a leak credit of $82.89. Jim made a motion seconded by Kathy to provide a credit of $82.89 to the owners of lot #1340. Motion carried.
    c. Miscellaneous
    Fae presented 2 reports for the board to review.

6. Treasurer Report
    a. Kathy stated the credit card bill needs to be paid prior to the monthly LSRWWD meeting to avoid late charges. Kathy made a motion seconded by Jim to allow Angela to pay the credit card bill as needed to avoid late charges. Motion carried.
    b. Working with Larry on upcoming items.

7. Attorney's Report
    a. Anne to attend December meeting

8. Old Business
    a. Napoleon Water Update
    Paul is unable to contact last homeowner. Brandon to look at alternate routes.
    Paul talked to Anne about legal options.
    b. Salt Creek Conservation Committee
    Paul and Fae attended meeting 11/14.
    c. New Computer
    Shannon working on requirements and cost to replace Fae's computer.
    Brandon getting quotes to update plant computer.

9. New Business
    a. Policy on Rental collections tabled until December meeting.

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 12-19-2019 meeting.