Lake Santee Regional Waste & Water District
Meeting Minutes
Meeting of January 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, Scott Gibbs, Larry Kiernan, Maurie Goodwin and Larry Nicks. Absent were Gordon Burgess and Steve Yost. Also in attendance were Utility Administrator John Lecher and Utility Superintendent Greg Coffin.

2. Guest introduction and short comments
    a. Guests included Anne Hayes from Wessler Engineering and John Sedlak (106).

3. Consent Items
    a. Minutes of 12-19-24 Meeting
    b. Financial Report
    c. Register of Claims – Water
    d. Register of Claims – Sewer

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

4. Superintendent Report
    a. Sewer Status Report
        i. Greg reported that the plant is operating satisfactorily.
        ii. The sampler froze up, had a blown fuse on the heater.
        iii. Greg provided an update on that status of his licenses.

    b. Water Status Report
        i. Greg reported that the plant is operating satisfactorily.
        ii. There have been no issues with air in the raw water intake pipe yet as the lake water level is currently at 50” below spillway elevation. The POA agreed to lower the lake to 60”, but had to stop at 50” when the lake froze.
        iii. Performing chemical cleans daily with the cold weather; RO cleans are twice per week per normal.
        iv. Greg stated the membranes are requiring cleaning more often than stated in the O&M Manual. He will look up the life span of the membrane to see if any replacements may be needed.

    c. Plant Operational Review Report
        i. These items stem from the Equipment Condition Status Report that Greg conducted on 10/11/24.
        ii. #5 – The sewer plant does not have a SCADA system for remote monitoring of the plant (the water plant does have such a system). Greg had Anne from Wessler review and Wessler will provide a proposal to add a SCADA system for the sewer plant.
        iii. #17 – The new pump for the backwash waste pump #2 has been ordered and should arrive anytime now.
        iv. #27-28 – Greg has received a proposal from American Pumps to replace the 2 fluoride chemical pumps. Greg is going to seek additional proposals.
        v. #33 – The new fiber connection for the water level indicator in the water

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tower has completed the final testing.

vi. #40 – The north clarifier had a bad motor and was not functioning properly. Greg is procuring a new motor.
vii. #49 – Greg was able to lower the solids level in the digester before the very cold weather set in.

5. Administrator Report
    a. Status report
        i. 4 leak notices sent out.
        ii. 3 disconnects this month.

    b. Write-offs / adjustments
        i. Account 0304 in the amount of $212.76. A motion was made by Larry K. and seconded by Maurie to credit this amount for a hidden leak adjustment for a faulty toilet handle / flapper valve; the leak has been repaired. Motion carried.
        ii. A customer attended the meeting to present information related to a ~42,000-gallon high water usage over a five-day period. He stated he is a part time resident, but was at the lake during the five-day period. He said no leak was found, has no explanation for the usage, and questioned if the meter was recording accurately. John reported that the meters record continuously and the printout shows the details of the entire billing period, including the five days of continuous water flow. John related one possibility is that a running (or partially running) hose bibb would use between 5-8 gallons per minute. This could account for the usage (42,000 gal / 5 days / 24 hr / 60 min = 5.83 gal/min). Even though this type of non-leak usage would not fall within the Hidden Leak Ordinance, the customer asked if any relief could be possible. The Board will review.

    c. Miscellaneous
        i. The Decatur County Commissioners have appointed Larry Nicks to the RWWD Board.

6. Treasurer Report – no issues to report.

7. Old Business
    a. Tour of plants prior to meeting
        i. Greg conducted a tour of both the water and sewer plants explaining the various components' functions.

    b. John/Tom summary of Moccasin Meadow for New Board members
        i. John and Tom provided a brief summary of the situation related to Moccasin Meadow to bring the new Board Members up to speed.
        ii. John has invited the representatives from Moccasin Meadow to attend the February meeting. Anne Poindexter will attend the meeting, as well.
        iii. John and Greg to investigate the costs of installing a back flow preventer and whether this would be feasible.

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8. New Business
    a. Online payment system vendor
        i. Our current online payment vendor, PACE, has been acquired by another company. The new company is not being cooperative establishing viable interfaces with our accounting software, Jayhawk. This lack of interface is making the office staff have to manually enter many things that used to be seamless. Jayhawk has suggested we look into a different vendor. John and Joyce to follow up with this suggested vendor and request information.

    b. Dam inspection – engineer presentation
        i. The POA has set up a presentation from their engineering company to walk through the engineering proposal for assessment of the dam's condition. They are hosting a meeting on 2/10/25 at 6:30 p.m.

    c. Tap fee billing review
        i. The cost template for the tap fees has not been updated lately. Maurie and Larry N. to work with John and Greg to review the actual costs of some recent installations and update the template to make sure all costs are updated.

    d. Capital / expense budget forecast
        i. Anne from Wessler Engineering has experience with an Asset Management Plan used by utilities for capital expenditure planning, asset management, risk assessment, etc. This is a plan that is utilized by IDEM, as well. Anne will forward information to John for our review / use.

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 2/20/2025 meeting.