Lake Santee Regional Waste & Water District
Meeting Minutes
Meeting of June 19, 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, Steve Yost and Larry Nicks. Gordon Burgess has resigned from the Board. Also in attendance were Utility Administrator John Lecher, Utility Superintendent Greg Coffin and part-time Utility Operator Dom Huber.

2. Guest introduction and short comments
    a. Guests included Joe Hooten (Lot 371) and Anne Hayes from Wessler Engineering.

3. Consent Items
    a. Minutes of 5-02-25 Special Meeting
    b. Minutes of 5-15-25 Meeting
    c. Financial Report
    d. Register of Claims – Water
    e. 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.

        ii. The solids in the oxidation ditch are continuing to be reduced in preparation for the upcoming digester work.

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

        ii. The test results from the 5/16/25 disinfection by-products (DBP) samples have been received. The HAA5 individual results were 43.2 and 65.7 with a running 4-quarter average of approximately 36, still well within the upper limit of 60 for the 4-quarter average. The THHM individual results were 100.1 and 74.0 with a running 4-quarter average of approximately 48, still well within the upper limit of 80 for the 4-quarter average. Greg will obtain quotes for replacement carbon as the test results indicate the carbon is starting to show signs it is nearing the end of its useful life.

    c. Plant Operational Review Report
        i. These items stem from the Equipment Condition Status Report that Greg conducted on 10/11/24 and the subsequent updates, including IDEM inspection items that were noted as marginal.

        ii. #4 (water) – SCADA system – Greg has Toric working on adding a data collection component to the SCADA system for turbidity and flow.

        iii. #10/11 (water) – The membrane filters are approximately 6 years old, with



an expected useful life of 4-6 years. The work outlined in the FilmTec proposal to inspect and evaluate the functionality of the units and perform troubleshooting tasks that was approved at May's meeting has not been scheduled.

iv. #18 (water) – Greg is obtaining quotes to replace the carbon material.

v. #19 (water) – Last month, the American Pump proposal for $35,068 dated 4/22/25 to furnish and install a new high pressure service pump was approved with the requirement that a second quote be obtained prior to proceeding with the American Pump proposal. A second quote was received and the price was lower; however, the pump housing may be too long to fit our situation. Greg is still looking into whether the second quote is a viable option. Quotes to repair the failed pump have not been received.

vi. #43 (sewer) – The UV disinfection system is not transmitting its readings properly. The bulbs are working well and the disinfection test results are very good, but data transmission is not making it back to the plant.

vii. #47 (sewer) – Digester aeration system needs repaired, and requires draining the tank to access the aeration pipes that need repaired. C/H/M Excavating has been approved to perform this work. Greg to work with them on a detailed plan / schedule to address the aeration pipe repairs to minimize downtown after the digester is drained. The landfill has approved the test results of the sludge material and the drying beds are being cleaned out in preparation of the upcoming digester work.

viii. The turbidity monitor for the raw water and the turbidity monitor for the finished water both failed this week. Toric is looking into the issue.

d. Exam status
   i. IDEM has not indicated when the Greg's final water exam will occur. Greg to follow up.

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

   b. Write-offs / adjustments – none this month.

   c. Miscellaneous
      i. The new payment system is on board and live. Instructions on how to utilize the new system are on the website and in the Smoke Signals.

   d. Management Agreement – upcoming mid-year review
      i. Maurie, Steve and Larry N. have volunteered to help with this task and work with the POA volunteers on the next Agreement. First meeting is 7/29/25.

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e. New employee (Dom) – training schedule and evaluation
    i. Greg has created a daily procedures schedule for Dom to follow and Dom is doing a lot of hands-on training.

    ii. Dom is getting involved with new service connections and leak calls.

    iii. Greg said Dom is picking up the water side very quickly (Dom already has previous sewer experience).

    iv. Greg and John are recommending to proceed with transitioning Dom from a part-time employee to full time. A motion was made by Larry N. and seconded by Maurie to have the POA make Dom a full-time employee effective 6/29/25. Motion carried.

6. Treasurer Report
    a. The money transfers approved at the last meeting are complete.

    b. The idea to pay off the outstanding balance on the BAN (loan) will be reevaluated later this year.

7. Old Business
    a. Tap fee billing – updated Ordinance
    First reading of proposed new Ordinance. A motion was made by Steve and seconded by Larry N. to accept the first reading of ORDINANCE NO. 07-17-2025. An Ordinance establishing a new District wide fee schedule of certain rates and charges to be collected from the owners of property served by the Sewage Works as well as the Water Works of the District, and matters connected therewith, amending in relevant part, Ordinance 11-17-2022. Motion carried

    Public Hearing on proposed new Ordinance. A motion was made by Maurie and seconded by Steve to conduct a Public Hearing on the proposed Ordinance in conjunction with the 7/17/25 meeting. John to post the appropriate Notice as required. Motion carried.

    b. Wessler projects status update
        i. Asset management plan – Wessler has completed the data collection, inputting the inventory into a spreadsheet and assigning useful life information to the assets. Remaining work includes inputting the asset replacement costs, evaluating each asset and generating a draft manual. After draft review, a final manual / system will be presented.

        ii. GIS mapping – Wessler has completed inputting paper map data into the GIS system and creating draft Water and Wastewater GIS maps. Remaining work includes meeting with lake staff to extract historical knowledge to update the map and provide training on the new system. Anne H. suggested that we do not purchase any equipment or hardware

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until after the training is complete so we can better evaluate what components will serve us better.

iii. Air in the raw water intake pipe – Wessler has evaluated the issue and the original design drawings for the system. The drawings show that the original raw water intake system was designed around the lake level only being lowered a maximum of 3'-9" during the winter months. When the POA lowers the lake level more than that, it can cause issues at the water plant. Wessler offered six possible solutions to address this. The lease expensive is to not lower the lake level during the winter months beyond the original design parameters so the problem doesn't occur. Wessler was asked to evaluate the feasibility and costs associated with installing a permanent air removal system similar to the temporary fix the District currently has to undertake every time air gets into the raw water intake pipe.

8. New Business
   a. IDEM water plant inspection scheduled for 7/9/25 – IDEM has given Greg several pre-inspection tasks to complete prior to the actual inspection.

   b. Truck(s) / Kubota usage – Greg is using the "marina" truck right now. Discussed buying the marina truck from the POA and equipping that truck to be a service truck. The District owns the Kubota, but it is being used nearly exclusively by the POA. Discussed putting the winch boom back on the Kubota and outfitting it to be the primary service call vehicle, giving the District two usable vehicles.

   c. Trench box / excavation benching / training – It was decided to have a couple employees attend an excavation safety training program. Scott contacted his old employer (Wilhelm) for training facility suggestions. It so happens that Wilhelm is conducting a full day of excavation and confined space training for its employees on 7/17/25 and offered to let the District employees participate in that training. The employees who will attend will be Dom Huber and John Foudray. Scott to follow up with Wilhelm on the details.

   d. Board member replacement – There is an open position on the District's Board. An ad will be placed in the Smoke Signals soliciting anyone interested in the position and asking those individuals to attend the July Board meeting to be considered.

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 7/17/2025 meeting.