Lake Santee Regional Waste & Water District
Meeting Minutes
Meeting of 2-21-2019
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, Claude Livesay, Kathy Tarzwell, Jim Hornig, Frank Erdosy and Larry Kiernan. Members participating electronically were zero. Also in attendance were Utility Administrator Brittany Green, Utility Superintendent Brandon Litmer, and the District's attorney Scott Wyatt.

   Guest introduction and short comments

   Guests included Vicki Wilson, Kevin Choate

   One guest would like to see property owned by the LSRWWD be used for green space and not sold.

2. Consent Items
   a. Minutes of 1-17-2019 Meeting
   b. Financial Report
   c. Register of Claims – Water
   d. Register of Claims – Sewer

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

3. Superintendent Report
   a. Sewer Status Report

      Bandon stated all tests are normal and the plant is operating well.

   b. Water Status Report

      Brandon stated all tests are normal and plant is operating well.

      Brandon stated the carbon has been changed and he will get old carbon hauled away from the site. The old carbon lasted 10 months. Frank would like Brandon to talk to other vendors about other alternatives to see if there are more cost affective or better performing products.

      Brandon showed the board an old failed saddle tap and the new replacement, He also stated most main leaks are because of failed old saddle taps.

Lake Santee Regional Waste & Water District
Meeting Minutes
Meeting of 2-21-2019
3:30 PM
Lake Santee Community Room

4. Administrator Report
    a. Status report

        Brittany would like to have board review the set aside amounts and create a budget for future replacement of major equipment.

    b. Write-offs / adjustments

        Brittany presented 3 accounts that are uncollectable and needed to be written off. They are #9414-02 $42.92, #0612-02 $203.17, #0516-02 $127.37 with a total of $373.46. A motion to write off the amount of $373.46 was made by Frank and seconded by Claude. Motion carried.

        Brittany presented account #0291-01 for refund in the amount of $212.58 because of over payment. A motion to refund $212.58 to account #0291-01 was made by Frank and seconded by Kathy. Motion carried.

        Brittany stated the usage review is working great to find leaks, notify owners and have them repaired promptly.

    c. Miscellaneous

        Brittany presented several fire safe quotes to provide protection of all documents and books. Jim made a motion seconded by Frank to provide an amount not to exceed $3000 for the purchase of a safe.

        Brittany explain a need for a better scanner to scan and record electronic copies of the documents. Frank made a motion seconded by Larry to provide an amount not to exceed $300 for the purchase of a new scanner.

        Brittany, Brandon and Abe will attend the Indiana Alliance Conference. Jim made a motion seconded by Claude to provide $1242.00 for the expenses to attend the conference.

        The board appreciates the continued hard work by Brittany, Brandon and their staff.

5. Treasurer Report
    a. Kathy stated that the bond payments have been made.

6. Attorney's Report
    a. Scott met with Brittany about Indiana Unclaimed Money procedure.

Lake Santee Regional Waste & Water District
Meeting Minutes
Meeting of 2-21-2019
3:30 PM
Lake Santee Community Room



7. Old Business
    a. Napoleon Water Update
        The property requiring an easement has been sold and Paul will meet with the new owner to get the documents signed to proceed with the project.

    b. Wetlands Project
        Scott Gibbs has agreed to oversee the project for the LSPOA, no meetings scheduled at this time.

8. New Business - None

9. Trustee Reports and Comments – none this month

10. Adjourn

Respectfully Submitted by
Claude Livesay, Secretary

These minutes are subject to approval by the LSRWWD Board at the 3-21-2019 meeting.