Lake Santee Regional Waste & Water District
Meeting Minutes
Meeting of April 17, 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, Gordon Burgess (by phone), Scott Gibbs, Larry Kiernan, Maurie Goodwin, Steve Yost and Larry Nicks. 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 Carol Goodwin.

3. Consent Items
    a. Minutes of 3-20-25 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 operating satisfactorily.

    b. Water Status Report
        i. Greg reported that the plant is operating satisfactorily.
        ii. The warmer incoming water temperatures are reducing the frequency of the chemical cleans from 4-5 times per week to 1 time per month.

    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.
        ii. #10/11 (water) – The membrane filters are approximately 6 years old, with an expected useful life of 4-6 years. Greg is working with vendors to finalize two proposals for new filters for Board review.
        iii. #19 (water) – One of the (two) high pressure service pumps has failed. Greg is getting quotes to both rebuild the pump and to replace the pump. Greg will try to get multiple quotes for this work as these are very expensive pumps.
        iv. #44/45 (sewer) – the drying beds are getting dried out in preparation to haul off the solids.
        v. #47 (sewer) – Digester aeration system needs repaired, and requires draining the tank to access pipes that need repaired. Greg received a quote, but it seems high. Greg is seeking additional proposals.
        vi. #51 (lab) – the primary dissolved oxygen meter has failed and Greg is using the backup meter currently.

    d. Exam status
        i. Greg and John are ready to send in the application for the water exams.

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5. Administrator Report
    a. Status report
        i. 16 leak notices sent out.
        ii. No disconnects this month.

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

    c. John stated the maintenance staff have found a few sewer pump pits (the green turtles at the edge of your yard) that have pipes connected to them that are not sanitary sewer pipes. Connections from yard drains, downspouts, basement sump pits, etc. (any water that is not part of the sanitary piping) are not allowed per Ordinance 03-19-2003 Section 2.5. Having this rain water and ground water enter the sewer system increases the volume that goes through the sewer plant, unnecessarily increasing treatment time and treatment costs. John to put an educational notice in the Smoke Signals.

6. Treasurer Report
    a. Larry K. and Steve discussed the general approach to how they intend to invest the reserve and set aside accounts and collect initial feedback from the Board. They will bring a more detailed proposal to next month's meeting for Board review. The RWWD, being a utility, is restricted in what investments they can entertain.

7. Old Business
    a. Tap fee billing review
        i. John explained the updated material cost to reflect actual costs with no markup, how the labor rate was calculated using the aggregate of the three burdened rates, and what the new water tap fees will be with the updated information. All were in agreement for John to have Anne Poindexter formalize the document for Board approval next month.

    b. Asset Management Plan (cap/ex forecast) – Wessler proposal
        i. GIS Mapping (GIS) (Wessler Task Order 1 dated 3/20/25, Article II.A) – the Board reviewed Wessler's proposal and asked Anne several questions about the details of the work and how much involvement would be required from District personnel. A motion was made by Larry N. and seconded by Larry K. to approve the Water GIS work for $7,800 and the Wastewater GIS work for $7,800 for totaling $15,600. Motion carried.

        ii. Asset Management Plan (AMP) (Wessler Task Order 1 dated 3/20/25, Article II.B) – the Board reviewed Wessler's proposal and asked Anne several questions about the details of the work and how much involvement would be required from District personnel. A motion was made by Steve and seconded by Maurie to approve the Water AMP work for $29,800 and the Wastewater AMP work for $29,800 for totaling $59,600. Motion carried.

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c. Air in the raw water intake pipe – Wessler proposal
    i. Intake Pipe Evaluation (Wessler Task Order 2 dated 3/20/25) – the Board reviewed Wessler's proposal and asked Anne several questions about the details of the work and what the possible causes / solutions may be. A motion was made by Maurie and seconded by Steve to approve the proposal for a Not-To-Exceed amount of $11,000. Motion carried.

d. Training conference attendance
    i. The AWWA Annual Conference is being held in Indianapolis 4/21/25 – 4/24/25. Here, Greg can obtain continuing education credits needed for his ongoing certifications and provide networking opportunities to find additional sources for equipment and parts needed for the plants. Greg and Larry N. plan to attend the Tuesday and Wednesday sessions.

8. New Business
    a. IDEM inspection
        i. Greg, John and Tom have provided a written response to the inspection report and have submitted the response to IDEM.

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 5/15/2025 meeting.