

**Meeting
of the
Koontz Lake Regional Sewer District Board
February 21st, 2012**

Meeting time: 6:30 p.m. Central Local Time

Location: 10870 Cherokee Rd.

Walkerton, IN 46574

AGENDA:

1. Call to Order
2. Approval of February 21st, 2012 Agenda
3. Reading and approval of the December 20th, 2011 minutes. (there was no Meeting in January)
4. Contractor Applications for payment
5. Treasurer's monthly report
6. New Business
 - a. Project Status Report from Wightman Petrie
Contract #1 and #2 Pre-Final Meeting Minutes
Contract #2, Change Order # 5 Influent Flow Meter Revision
 - b. Billing Status Report from Michiana Operations
 - c. USDA Section 504 Pamphlet and contact info posted to website
 - d. USDA Board Resolution for Letter for Use of Unused Funds
 - e. Official resolution for Start date of Billing full rate as mentioned in February Billing.
- Discuss information on inspections (mail or next billing)
- Discuss Location of Building Sewer Inspector (trailer, logistics, etc.)
 - f. Request for Start of Contract Agreements for Astbury and Wightman Petrie on 3/1/12
 - g. Jim Buza Web Maintenance and Domain renewal
 - h. 811 Utility Locate Contractor Review of proposals
 - i. Omnisite Activation and training discussion
7. Customer Appeals
 - a. Account #3454
8. Old Business:
 - a. Customer Assistance Fund Information Update (Tabled)
 - b. Billing & Collection Policy and Procedures. (Tabled)
 - c. Capitalization Policy and Procedure. (Tabled)
9. Other
10. Recognition of public who have signed in and wish to speak
(3 minute Time limit).
11. adjournment

Persons requiring accommodations to attend and/or participate should notify the KLRSD in writing at P.O Box 204, Walkerton, IN 46574, by telephone at (574) 586-7992 or our website at www.KLRSD.org. Notification must be made at least 48 hours in advance of the meeting.