

**Annual Meeting Of The  
Koontz Lake Regional Sewer District Board  
October 21, 2014**

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

Location: 10625 East Prairie Avenue

Walkerton, IN 46574

**AGENDA**

1. Call to Order
2. Tele-conference test
3. Approval of October 21st, 2014 Agenda
  - a. Reading and approval of the August 19th, 2014 minutes
  - b. Reading and approval of the September 16<sup>th</sup>, 2014 minutes
4. Nomination of Candidate for Board Member
5. New P&P
  - a. Records Management
  - b. Travel Expense
  - c. Conflict of Interest
6. Monthly Reports
  - a. Nominations Committee (MM, DP, RS)
  - b. Treasurer's report (MM)
  - c. Billing (JPR)
  - d. Engineer (JPR)
  - e. Operator (Astbury)
  - f. System Manager (JW)
  - g. Building Manager (MM)
  - h. Contract Administrator (JG)
  - i. Key Control Administrator (KR)
  - j. P & P Committee (MM, KR, DP)
  - k. Records Management (open)
7. Old Business
  - a. Rate Study Proposals
  - b. Generator Maintenance Agreement
  - c. INWarn
8. New Business
  - a. Sewer User Guide
  - b. New Board Member Induction Guide
  - c. NPDES Permit Application
  - d. Appeals
  - e. Correspondence

9. Other
10. Recognition of public who have signed in and wish to speak
11. Adjournment

**Persons requiring accommodations to attend and/or participate should notify KLRSD in writing at P.O. Box 204, Walkerton, IN 46574; by telephone at (574) 586-3846; or by our website at [www.KLRSD.org](http://www.KLRSD.org). Notification must be made at least 48 hours in advance of the meeting.**

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