

# KOONTZ LAKE REGIONAL SEWER DISTRICT

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P.O. Box 204  
Walkerton, IN 46574

## MINUTES OF REGULAR MEETING OF BOARD OF TRUSTEES OF KOONTZ LAKE REGIONAL SEWER DISTRICT

July 19th, 2022

The July 19th, 2022 Regular meeting of the Board of Trustees of the Koontz Lake Regional Sewer District was held at approximately 5:30 p.m., local central time, at the KLRSD Administrative Building, 10625 East Prairie Avenue, Walkerton, Indiana 46574. The meeting was called to order by Jerry Weber. Other board members present were: Kristy Wilsey, Mike McKenna, and Ron Armstead. Also present was Shelley Bell.

Mr. Weber asked if there were any additions or corrections to the July 19th, 2022 Agenda. There being no additions or corrections, Mr. McKenna made the motion to approve the Agenda as posted, Mr. Armstead seconded and upon vote, the Board unanimously approved.

Next, Mr. Weber asked if there were any additions or corrections to the June 21st, 2022 KLRSD Board Meeting Minutes. Mr. McKenna made the motion to approve the Minutes as presented, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

For Nominations Committee, Mr. McKenna announced that Heather Hardy has been approved to finish the rest of this year's term and also for the 4 year term after that by the Starke County Council. It is planned to have her swearing in ceremony at the next meeting.

Next, the Treasurer's Report was present by Mr. McKenna.

Treasurer's Report on next page:

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**KOONTZ LAKE REGIONAL SEWER DISTRICT**

July 19, 2022

**TREASURERS REPORT**

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**CASH**

1 <sup>st</sup> Source Bank Checking Account	\$338,646.82
Balance as of May 31, 2022:	
Checks, withdrawals, debits	-\$36,542.27
Service charges	-\$30.20
Deposits and credits	\$51,549.53
Interest earned	\$29.70
Statement balance as of June 30, 2022:	\$353,653.58
Checks written but not cleared	-\$1,070.71
Available balance in checking:	<u>\$352,582.87</u>
Certificates of Deposit:	<u>\$1,011,808.01</u>
<b>Total funds</b>	<b>\$1,364,390.88</b>

**RECEIVABLES**

Reported by JPR as of 7/14/2022

\$116,859.51 (see Note 1)

**CLAIMS**

The following invoices and claims are presented:

NIPSCO	CWP gas	\$59.30	*1
NIPSCO	CWP electric	\$4,002.48	*1
NIPSCO	OB gas & electric	\$141.54	*1
NIPSCO	CS grinder electric	\$1,452.50	*1
Republic Svcs	sludge hauling	\$2,079.21	*1
CenturyLink	Phone Svc	\$205.39	*1
Marshall County REMC	SLR electric	\$304.00	*1
Global Biz Force	check printer ink	\$134.85	
Astbury Water Tech	Operater services	\$692.10	*3
Jones Petrie	billing services		*4
Jones Petrie	billing reimbursables		*4
Jones Petrie	locate services		*4
Jones Petrie	engineering		*4
Jones Petrie	inspection services		*4
Jones Petrie	reimbursables		
Personnel Partners	staffing services	\$740.25	
Selective Ins	crime policy	\$381.00	
Universal Security	security services	\$135.00	
IUPPS	locate services	\$95.95	
Postmaster	box 204 rent	\$84.00	
WH Clevenger & S	legal services	\$875.00	
Montgomery Well Service	well repair at office	\$788.68	
Jessie Markin	cleaning service	\$50.00	
Jerry Weber	Board Comp	\$147.00	
Kristy Wilsey	Board Comp	\$245.00	
Ron Armstead	Board Comp	\$245.00	
	<b>Total claims</b>	<b>\$12,858.25</b>	

**\* Footnotes to Claims:**

- \*1 Preapproved for automatic payment.
- \*2 Debit Card
- \*3 Contract services plus SLR services, numerous service calls and repairs.

08/13/2022 Contract services.

<b>Note 1:</b> Receivable aging:	Current	\$49,375.39	
	30 days	\$5,682.10	
	60 days	\$11,709.63	
	90+	\$13,746.80	
	Lien	\$36,345.59	5.7% (percent of annual revenue)
	<b>Total</b>	<b>\$116,859.51</b>	

**Note 2:** The Treasurer recommends approval to pay all claims listed above.



There were no questions or comments on the Treasurer's Report. The motion to approve all claims presented was made by Mr. McKenna and seconded by Mr. Armstead. Upon vote, the Board unanimously approved.

There was nothing to report by Asset Management.

There was no discussion on JPR Billing and Engineering.

There was no Astbury Report.

The System Manager reported that things seem to be okay. Mr. Weber and Mr. Armstead said only a couple of the pumps have been repaired. Mr. Armstead will call Dan Fox, of Astbury, tonight. For the Building Management, Mr. Armstead reported the garage is getting full. He added that the new pumps will make it even more crowded. These pumps will be swapped out fairly quickly. He suggested that storage for more pumps may occur as the KLRSD Board meeting space. Some can also go in the blower building. The new pumps can be stacked in their boxes, so we should be okay for storage.

The Building Manager reported he will issue keys to the new cleaner. Mr. McKenna also added that the well has been fixed and that it had needed a new tank.

The Website Manager had nothing to report. Ms. Wilsey did tell the Board she had been contacted by Rural Waters and went over some things with them.

There was nothing to report for Compliance.

For Contract Management, it was reported the District had received documents and an agreement from Clevenger.

Mr. Armstead asked about snow control for the winter of 2022-2023. Mr. McKenna will contact Lawrence Lawn care to see if they can service our properties again this winter.

There was no Key Control report.

There was not P & P report.

There was nothing to report by Records Management.

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Under Old Business, it was noted Mr. Jarnecke is following up with Kenny Jones of JPR regarding GIS and PIR.

Mr. McKenna gave the update on our Covalen order, saying he will check on the estimated delivery. He added that we may need to stack some of the new pumps at the Administration Building.

Mr. McKenna reported that Jennifer Ransbottom, of JPR Billing, will try to get the Rate Ordinance letter out to the property owners this coming week.

We will have Sign In Sheets for next month's Rate Ordinance Meeting. Members of the community who wish to speak can designate this on the Sign In Sheet and they will have 3 minutes in which to talk.

Upon conclusion of the Special Rate Ordinance Meeting, the meeting will be closed and then the Regular monthly meeting will open.

Mr. McKenna also feels it speaks well for the management of the District that the Board has been able to use the District's own money for projects, without needing to secure loans to do things. There was no New Business to discuss.

Mr. McKenna suggested that, as August is usually the Annual Meeting, the Board should move it back at least a month since there will be the additional Special Meeting in August. Mr. McKenna made the motion to postpone the KLRSD Board's Annual Meeting until September 2022, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

There being no further business to come before the Board, Mr. McKenna motioned for the meeting to be adjourned, Mr. Armstead seconded, and the July 19th, 2022 Regular Meeting of the Koontz Lake Regional Sewer District Board of Trustees was adjourned at approximately 6:08 p.m. local Central Time.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper.

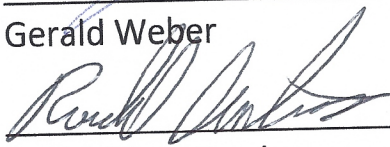
08/13/2022

July 19th, 2022 Regular Board Meeting Minutes approved by:

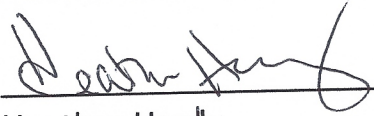
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Michael McKenna



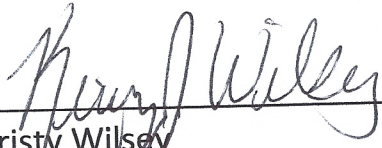
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Gerald Weber



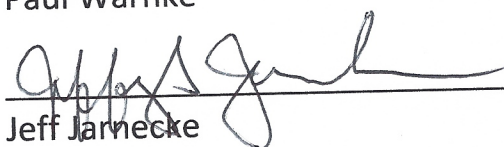
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Ronald Armstead



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Heather Hardy

  
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Kristy Wilsey

  
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Paul Warnke

  
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Jeff Jarnecke

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