

KOONTZ LAKE REGIONAL SEWER DISTRICT

P.O. Box 204
Walkerton, IN 46574

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

June 20th, 2023

The June 20th, 2023 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 Jeff Jarnecke. Other board members present were: Kristy Wilsey, Mike McKenna, Heather Harty, Jerry Weber and Ron Armstead. Also present was Dan Fox of Astbury and Shelley Bell.

Mr. Jarnecke asked if there were any additions or corrections to the June 20th, 2023 Agenda. There being no additions or corrections to the posted June 2023 agenda, Mr. McKenna made the motion to approve the Agenda as posted, Ms. Wilsey seconded and the Board unanimously approved.

Next, Mr. Jarnecke asked if there were any additions or corrections to the May 16th, 2023 KLRSD Board Meeting Minutes. There being no additions or correction Mr. McKenna made the motion to approve the Minutes as presented, Mr. Armstead seconded, and the Board unanimously approved.

The Nominations Committee had nothing to report. Mr. McKenna reminded the Board his commission will expire at the end of 2024 and notified them he will not be seeking reappointment at that time, so the Board will be needing to seek a replacement.

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

The Treasurer's Report is on the following page:

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TREASURERS REPORT	Page 1 of 1	June 20, 2023	
CASH			
1 st Source Bank Checking Account			
	Balance as of April 30, 2023:		\$246,349.40
	Checks, withdrawals, debits		-\$42,425.78
	Service charges		-\$55.28
	Deposits and credits		\$48,363.92
	Interest earned		\$67.92
	Statement balance as of May 31, 2023:		\$252,300.18
	Checks written but not cleared		\$0.00
	Available balance in checking:		\$252,300.18
		Certificates of Deposit:	\$1,032,036.91
		Total funds	\$1,284,337.09
RECEIVABLES			
	Reported by JPR as of 6/8/2023		\$110,120.06 (see Note 1)
CLAIMS			
The following invoices and claims are presented:			
	NIPSCO	CWP gas	\$79.48 *1
	NIPSCO	CWP electric	\$4,399.20 *1
	NIPSCO	OB gas & electric	\$165.28 *1
	NIPSCO	CS grinder electric	\$1,406.64 *1
	Republic Svcs	sludge hauling	\$2,923.34 *1
	Brightspeed (CenturyLink)	Phone Svc	\$205.74 *1
	Marshall County REMC	SLR electric	\$309.00 *1
	Astbury Water Tech	Operator services	\$10,767.37 *3
	Jones Petrie	billing services	\$2,966.00 *4
	Jones Petrie	billing reimbursables	\$1,035.39 *4
	Jones Petrie	locate services	\$3,166.25 *4
	Jones Petrie	engineering	\$5,355.50 *4
	Jones Petrie	inspection services	\$465.50 *4
	Jones Petrie	other reimbursables	\$136.30
	Personnel Partners	staffing services	\$740.25
	Immence Impact	Web services	\$486.00
	Jessie Markin	cleaning services	\$25.00
	VersaCheck Pay	Check validation svc	\$59.99
	KLA	trash pickup	\$380.00
	Universal Security	security svc	\$135.00
	GoDaddy	Web services	\$89.40
	CertaSite	plant monitoring	\$481.64
		Total claims	\$35,778.27
* Footnotes to Claims:			
*1	Preapproved for automatic payment.		
*2	Debit Card		
*3	Contract services plus SLR services, numerous service calls and repairs.		
*4	Contract services.		
Note 1:	Receivable aging:	Current	\$52,224.41
		30 days	\$6,324.84
		60 days	\$3,467.53
		90+	\$12,436.24
		Lien	\$35,667.04
		Total	\$110,120.06
			4.9% (percent of annual revenue)
Note 2: The Treasurer recommends approval to pay all claims listed above.			

Mr. McKenna told the Board he is working on getting everything ready for the audit over the next couple of months.

Mr. Jarnecke asked about the Sludge costs. He said that the district is already over our budgeted amounts. He asked if we should start looking into additional options for handling the sludge.

Mr. Fox, of Astbury, recommended calling Republic Services to see if there is a cost savings. He also said Waste Management is another handler.

Mr. Fox suggested negotiating a per-cubic yard rate with landfill, which is just a roll off or a drying bed, although we are tight on having space for it.

Mr. Fox also told the Board about In The Round, which the Lakeland Board bought. It doesn't need the expensive bag and it helps with drying out the sludge more. In The Round rotates about once every four hours. He said it should last quite a long time, also.

Mr. Jarnecke said he would contact Republic Services to talk to our Rep.

Mr. McKenna said he would contact Apex, to talk to them about Roll-offs.

Mr. Fox reminded the Board that the sludge is not hazardous waste, just "special" waste.

Mr. Armstrong added that Juno also has Roll-Offs.

There being no further questions or comments, the motion to approve all claims presented was made by Mr. McKenna and seconded by Ms. Harty. Upon polled vote, the Board unanimously approved.

There was nothing to report for Asset Management.

There was nothing to report for Asset Management.

JPR is looking into what Swan Lake exactly needs done and options at the pump station as well as come up with a rate.

Mr. Fox said Swan Lake's lift station has been in place about 5 years now. He said there is weepage around the pump that will only get worse if not addressed. The pump is sitting at an angle and the guide rails don't have the same angle. He recommends putting in a 4" base, which would give more options for pumps. He said Astbury would oversee the project and sub-contract out what they need to. He added that a temporary by-pass may be needed. He believes the total amount of the upgrades would be less than \$1,000.

Mr. Fox recommends deciding what the District wants to do by next month as it will be approximately three months once they order the new equipment.

Mr. Jarnecke asked Mr. Fox to come up with the cost estimates of a few different contractors.

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For the CWP, Astbury is making some repairs, currently running only half of the plant and it seems to be doing well. The tanks can be cleaned out for the ones not being used now.

Mr. Fox has tried contacting the company for the original Influent automatic screen but is getting no response as to his request for guidance on options for replacement since parts to repair the current unit are no longer available. He explained that without the screen, someone would need to get in and regularly clean out rags and other items. When using a manual screen, the can come in and rake it every day.

Mr. Fox will get estimates for a manual standard bar screen that can be raked.

Mr. Fox reported that call outs have been slower this year and they continue to replace grinders with new ones now and then.

For System Management, Mr. Armstead will get rid of wooden crates out there.

Mr. Armstead also asked if something can be done about people with over \$1,000 bills. Mr. McKenna explained that liens are the most inexpensive way to collect and that a house has to have a clean title (no liens) before it can be sold.

The Administration Building manager reported things are looking good and the cleaner is doing a good job.

There was nothing to report for the Website.

For Compliance, there are a few connection issues and the health department has been contacted regarding a few properties.

The Key Control administrator is currently updating the listing of available keys and who has them.

There was nothing to report by P&P Committee.

There was nothing to report for Records Management.

Under Old Business, it was reported that the local businesses such as Country Roads, The Brewing Company, and Time Out Tavern are still being studied to try to find a more accurate way to decide rates/costs to owners. It has been decided to allow things to continue as they are currently for the remainder of this year.

There was nothing to report or discuss under New Business.

There being no further business to come before the Board, Mr. Armstead motioned for the meeting to be adjourned, Mr. McKenna seconded, and the June 20th 2023 Regular Meeting of the Koontz Lake Regional Sewer District Board of Trustees was adjourned at approximately 6:30 p.m. local Central Time.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

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June 20th, 2023 Regular Board Meeting Minutes approved by:

Michael McKenna

Kristy Wilsey

Gerald Weber

Paul Warnke

Ronald Armstead

Jeff Jarnecke

Heather Harty

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