

For JPR Billing, Ms. Ransbottom reported the District files liens twice a year, however, a particular property may only have liens filed on it once per year. She added that liens may be filed at any time, with the cost of \$25 per lien to file, plus Recorder fees, all of which are added to the lien.

Mr. Warnke said when the Board reviews rates, they may want to review ordinances for liens.

Mr. McKenna noted that changing the Rate Ordinance requires an announcement be published to the District's customers and brought up three times.

Mr. Warnke said the Board might want to schedule work sessions with ordinance review.

During discussion of JPR Engineering, Mr. Warnke said the District is still feeling its way through new connections. He added that the District should not have to pay the contractor. Under the Engineer's supervision, homeowners should be allowed to get as many quotes as they want, as long as the contractors are qualified to do the work.

Mr. McKenna and Mr. Armstead agreed the District should provide a list of approved contractors that have the qualifications needed. Mr. Warnke said he will have JPR contact Covalen for ~~#013~~ approved contractors.

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The warranty of grinders was discussed. It is 27 months from date of manufacture, or 24 months from date of install, whichever comes first.

It was noted that the sealant for grinder station 422 has not yet been put on.

Ms. Ransbottom noted that Liens/Collection Orders are going out and that there are new tags for grinder pump stations.

While discussing keeping track of repairs/repetitive problems, it was noted that the GIS system can be used to document these occurrences. Mr. Warnke said JPR and Astbury need to work together to use the GIS system. Mr. McKenna noted that the GIS system only exists on the Administration Building's computer. Mr. Fox noted that maintenance call outs can be pulled off the Astbury Report, which they could print off monthly.

Ms. Ransbottom and Mr. Fox agreed to get together to work on this.

Next was Astbury's Report:

Mr. Warnke asked about a duplex station where both pumps were replaced. He asked if this was standard procedure to replace both. Mr. Fox said it would depend on if the pumps are both going bad.

Mr. Fox provided the information and quote for a rebuild of the Influent Auto Screen unit. He noted that the screen manufacturer recommends 5-year parts inventory and that they won't be making these motors any more. He added that the District has been running without a screen the past month. He also told the Board the price on his report is for if we bought everything.

Mr. McKenna favors anything off shelf should be bought and replaced. Mr. Warnke favors also adding motor if we can't locate it elsewhere.

Mr. McKenna made the motion for Astbury to secure what the District needs for the whole assembly to replace screens, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

Mr. Fox said Astbury could buy this and then bill the District.

Mr. McKenna said if the fabricator gives us a cost quote, the District can write a Purchase Order and the District can pay for it.

Next, Mr. Fox told the Board that the Swan Lake lift station is having some issues with pump #1. He has called Gasvoda to schedule a service call. He believes the problem is something between the controller and drive.

Mr. Fox also got a price for grinder cleanings. He said Johnson Johns could do 50 grinders in an 8 hour day. They will log what, if anything, is accumulative. Cost to be \$125/pump.

Mr. Armstead likes this, as it will allow us to see if we are getting any sand in the system.

Mr. Fox said he would use service reports to focus on problem areas and restaurants.

Mr. Warnke said we should agree with the NTE of \$7,000, with Johnson Johns billing Astbury.

Mr. Jarnecke asked if the District couldn't afford 100/year.

Mr. Jarnecke made the motion to move forward with 100/year at a NTE of \$15,000/year. Mr. Armstead seconded this motion and upon vote, the Board unanimously approved.

Next, the Systems Manager reported everything was okay.

Next, the Building Manager also reported everything was okay. Mr. McKenna told the Board he had hired a cleaner for \$25/hr with a minimum of 1 hour/month. He added that the District will supply the cleaning materials/tools/supplies.

Next was discussion on Contracts. Astbury is good until March 2021 with extensions available. JPR accepted extension until September 2021.

Key Control – Mr. Jarnecke will meet with Mr. McKenna for transfer of records for this position.

P & P Committee – The P & P Committee provided the Board with an updated Connect/Reconnect/Disconnect Policy. Mr. McKenna said the Board can go over it next month.

There was nothing to report under Records Management.

Mr. Armstead was given information about the Sludge Drying Beds feasibility. Mr. Warnke said if the District decides to go ahead with the drying beds, we need to do the maximum allowed. Mr. McKenna said we currently have 7 to 9 pickups of sludge, but with the addition of Swan Lake, we are making more sludge than we had anticipated.

Mr. Fox said if the sludge is a good, dry sludge, it can be full with no added weight of water being added to the tonnage.

Ms. Ransbottom said a detailed study for Sludge Drying Beds would cost \$3,000 max.

Mr. Armstead said people would welcome using dry sludge and that we can give away Class A sludge like we would have.

Mr. McKenna said he would like to talk to another district, and perhaps tour their operations. Mr. Fox said he would contact Bremen as they have 18 drying beds and would be a good example. He will schedule a tour for the Board Members interested with the Town of Bremen.

Next, discussion of the new website and Website Improvements. Board members were told to send Ms. Wilsey any ideas/additions they would like to see. She is working on the website. Mr. Fox recommended making sure to include "What Not to Flush – (It's a Toilet, Not a Trash Can)" with a list of common items that cause problems for the operation of the sewer system.

Mr. McKenna said he has New Connection information he will forward to Ms. Wilsey, plus a User Guide.

As portions of the District recently experienced some power outages, the Board members had discussed the possibility of getting a small generator for the CWP. It was made known that JPR has a small used one for \$300. Mr. Fox said he could get any parts needed to fix it up. Mr. Warnke also told the Board he would make sure to inform NIPSCO of the importance of having power required for sewage operations.

There were no New Connections needing discussion.

There were no appeals.


There was no correspondence.

There were no other members of the public present at the meeting who wished to speak.

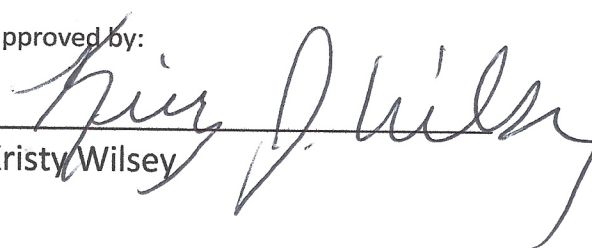
There being no further business to come before the Board, Mr. Warnke motioned for the meeting to be adjourned with only the Board Members remaining for an Executive Session, and the August 18th, 2020 Annual Meeting of the Koontz Lake Regional Sewer District Board of Trustees was adjourned at approximately 6:37 p.m. local Central Time.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

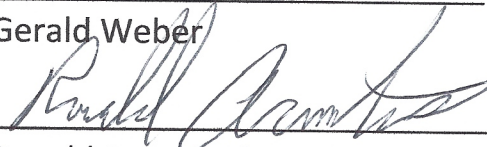
August 18th, 2020 KLRSD Annual Board Meeting Minutes approved by:



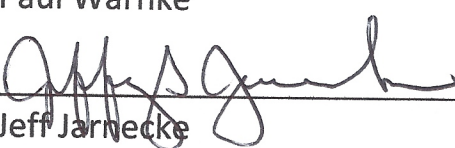
Michael McKenna



Kristy Wilsey

Gerald Weber


Ronald Armstead

Paul Warnke


Jeff Jarnecke