

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

December 21, 2021

The December 21st, 2021 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: Jerry Weber, Kristy Wilsey, Paul Warnke and Ron Armstead. Also present were Dan Fox of Astbury and Shelley Bell.

Mr. Jarnecke asked if there were any additions or corrections to the December 21st, 2021 Agenda. There being no additions or corrections, Mr. Warnke made the motion to approve the Agenda as posted, Ms. Wilsey seconded and upon vote, the Board unanimously approved.

Next, Mr. Jarnecke asked if there were any additions or corrections to the October 19th, 2021 KLRSD Board Meeting Minutes. Mr. Warnke made the motion to approve the Minutes as presented, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

The Nominations Committee had nothing to report.

Next, Mr. McKenna presented the Treasurer's Report:

Treasurer's Report follows on next page:

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CASH

1 st Source Bank Checking Account		
Balance as of October 31, 2021:		\$301,027.31
Checks, withdrawals, debits		-\$8,008.24
Service charges		-\$32.34
Deposits and credits		\$51,687.16
Interest earned		\$25.38
Statement balance as of November 30, 2021:		\$344,699.27
Checks written but not cleared		-\$22,620.65
Available balance in checking:		\$322,078.62
Certificates of Deposit:		\$995,372.27
Total funds		\$1,317,450.89

RECEIVABLES

Reported by JPR as of 12/17/2021

\$105,430.55 (see Note 1)

CLAIMS

The following invoices and claims are presented:

NIPSCO	CWP gas	\$65.81	*1
NIPSCO	CWP electric	\$4,983.38	*1
NIPSCO	OB gas & electric	\$157.39	*1
NIPSCO	CS grinder electric	\$1,478.70	*1
Republic Svcs	sludge hauling	\$0.00	*1
CenturyLink	Phone Svc	\$244.53	*1
Marshall County REMC	SLR electric Operater	\$256.00	*1
Astbury Water Tech	services	\$11,636.60	*1
Jones Petrie	billing services	\$4,435.66	*4
Jones Petrie	locate services	\$1,275.00	*4
Jones Petrie	engineering	\$0.00	*1
Jones Petrie	inspection services	\$491.25	*1
Jones Petrie	PIR partial payment	\$1,687.50	*4

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Personnel Partners	staffing services	\$615.00
Shelley Bell	bookkeeping expenses	\$27.48
	security	
Universal Seurity	services	\$135.00
George E Filip	refund	\$81.34
	Total claims	<u>\$27,570.64</u>

*** 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	\$46,045.94	
	30 days	\$2,982.08	
	60 days	\$3,460.09	
	90+	\$13,513.46	
	Lien	\$39,428.98	6.1% (percent of an
	Total	\$105,430.55	

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

There being no questions or discussion regarding the Treasurer's Report, Mr. McKenna made the motion to accept the Treasurer's Report as presented, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

Next, Mr. McKenna requested the Board accept the proposed 2022 Budget. Mr. Warnke made the motion to adopt the 2022 Budget, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

Next, Mr. Warnke made the motion to ratify the October 2021 Treasurer's Report as presented, Mr. Weber seconded and upon vote the Board unanimously approved. This was necessary as the Board did not meet quorum in October and therefore the meeting was cancelled.

There was nothing to report by the Asset Management.

There was no discussion regarding JPR's report.

For the Astbury, Mr. Fox reported that the sludge valves in the control room are now easier to operate. He has a list of pumps that are totaled although there may be a few that can be repaired. He added that we have 11 pumps coming in March 2022, bringing us up to 30 spare pumps.

Mr. McKenna wanted the status of the shipment expected January 8th. He also requested Mr. Fox give us an estimate of annual cost of life on pumps.

Mr. Fox told the Board there is an average 4 to 5 year life span on rebuilds.

Mr. McKenna said that we need a cost effectiveness of repairing pumps versus buying new replacements. He is also looking into getting some grant money to help the district buy new cores.

Mr. Fox also told the Board that Swan Lake's flows are more normal.

The System Manager said things are okay.

The Building Manager noted there is a staining problem in the toilets due to rust deposits in the hard water. Mr. Warnke said that for approximately \$500 we can put in a water softener to eliminate this hard water problem. Mr. McKenna said he would look into this option in the spring, while Mr. Warnke will get estimates.

The Website Manager reported things are going well with the website.

The Compliance Manager reported things are okay.

For Contract Administration, snow removal was discussed. Mr. Warnke will contact Chris Lawrence and go over our requests for service.

There was nothing to report by Key Administrator.

There was no P & P report

There was no Records Management report.

The Board then moved to Old Business and discussed the JPR Contract Extension. Mr. Armstead made the motion to accept the extension, Mr. Weber seconded and upon vote, it was unanimously approved, with Mr. Warnke abstaining from voting.

Next the JPR feasibility study was discussed. Mr. Jarnecke requested Board members go over the study report and send questions to Mr. McKenna, who will then contact Kenny Jones at JPR. Kenny Jones will be requested to attend January's meeting.

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Mr. McKenna feels JPR has done a great job at this feasibility study.

Mr. Fox told the Board he's willing to help answer any questions JPR has regarding the CWP and lead them through the process and facility.

Mr. Warnke asked Mr. Fox if the blowers at the CWP are running on timers. Mr. Fox told him the blowers are just running while they determine what to do, pending the study results.

Mr. Armstead asked if H & G Services had serviced the generator and Mr. Fox told him no. Mr. Armstead will call H & G tomorrow as he trusts them to do this work.

There was nothing to discuss under New Business.

There being no further business to come before the Board, Mr. Warnke motioned for the meeting to be adjourned, Mr. Armstead seconded, and the December 21st, 2021 Regular Meeting of the Koontz Lake Regional Sewer District Board of Trustees was adjourned at approximately 6:00 p.m. local Central Time.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

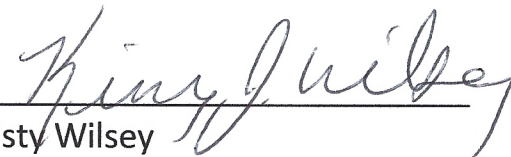
December 21st, 2021 Regular Board Meeting Minutes approved by:

Michael McKenna

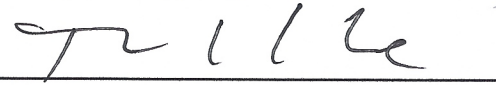
Gerald Weber



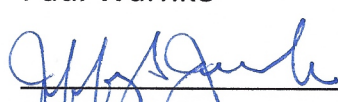
Ronald Armstead



Kristy Wilsey



Paul Warnke



Jeff Jarnecke