

# /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

June 15<sup>th</sup>, 2021

The June 15<sup>th</sup>, 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 Jerry Weber. Other board members present were: Ron Armstead, Kristy Wilsey, and Mike McKenna. Also present was Shelley Bell.

Mr. Weber asked the Board if there were any additions or corrections with respect to the adoption of the June 15<sup>th</sup>, 2021 Agenda. Mr. McKenna made the motion to approve the agenda as presented, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

Next, Ms. Weber asked if there were any additions or corrections to the May 18<sup>th</sup>, 2021 Board Meeting Minutes. Mr. McKenna noted corrections to be made on first and third pages. Once the changes had been noted on the copy to be signed for approval, Mr. McKenna made the motion to accept the May 18<sup>th</sup>, 2021 Minutes as corrected, Mr. Armstead seconded and upon vote, all approved.

Next, there was nothing to report by the Nomination Committee.

Next was the Treasurer's Report. Mr. McKenna noted there are approximately \$15,000 in liens from Starke County.

See Treasurer's Report on the following page:

**KOONTZ LAKE REGIONAL SEWER DISTRICT**

TREASURERS REPORT

Page 1 of 1

June 15, 2021

**CASH**

1 <sup>st</sup> Source Bank Checking Account		
Balance as of April 30, 2021:		\$283,556.29
Checks, withdrawals, debits		-\$36,348.06
Service charges		-\$44.66
Deposits and credits		\$55,590.09
Interest earned		\$25.09
Statement balance as of May 31, 2021:		\$302,778.75
Checks written but not cleared		-\$99.00
Available balance in checking:		<u>\$302,679.75</u>
Certificates of Deposit:		<u>\$992,518.79</u>
<b>Total funds</b>		<b>\$1,295,198.54</b>

**RECEIVABLES**

Reported by JPR as of 6/9/2021 \$91,850.46 (see Note 1)

**CLAIMS**

The following invoices and claims are presented:

NIPSCO	CWP gas	\$64.24 *1
NIPSCO	CWP electric	\$4,241.77 *1
NIPSCO	OB gas & electric	\$129.39 *1
NIPSCO	CS grinder electric	\$1,447.96 *1
Republic Svcs	sludge hauling	\$1,992.99 *1
CenturyLink	Phone Svc	\$212.85 *1
Marshall County REMC	SLR electric	\$226.00 *1
Astbury Water Tech	Operator services	\$0.00 *2
Jones Petrie	billing services	\$0.00 *3
Jones Petrie	locate services	\$0.00 *3
Jones Petrie	engineering	\$0.00 *3
Jones Petrie	inspection services	\$0.00 *3
Jones Petrie	reimbursables	\$0.00 *3
Personnel Partners	staffing services	\$1,230.00
Shelley Bell	bookkeeping expenses	\$27.48
Mike McKenna	claim	\$62.17
Jerry Weber	claim	\$67.54
Rhonda Tomblin	cleaning svc	\$55.00
KLA	annual trash service	\$355.00
Immense Impact	annual website subscription	\$439.45
J Daley	user fee refund	\$110.04
	<b>Total claims</b>	<b><u>\$10,661.88</u></b>

\* Footnotes to Claims:

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

<b>Note 1:</b> Receivable aging:	Current	\$43,960.00	
	30 days	\$7,234.06	
	60 days	\$2,469.80	
	90+	\$3,942.13	
	Lien	\$34,244.47	5.3% (percent of annual revenue)
	Total	\$91,850.46	

**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, all Board members unanimously approved.

There was no Asset Management Report.

There was nothing discussed regarding JPR Billing.

For JPR Engineering, Mr. Armstead reported he had called to see when they were going to fix the two cuts in Slip Away Bay.

There was no Astbury Report.

There was nothing to report by the System Manager other than the District needed to remind Astbury to repair pumps.

For the Building Manager Report, Mr. McKenna told the Board he has a cleaning lady coming in and that she's doing a good job.

The Website Manager had nothing new to report.

There was nothing to report by the Compliance Officer.

There was nothing to report by the Contract Control.

There was nothing to report by Key Control.

The P & P Committee had nothing to report.

Mr. Armstead asked if we had someone lined up for snow removal and Mr. McKenna said we are planning to stay with Lawrence Lawn Care.

There was nothing to report by Records Management.

Under Old Business, Mr. McKenna said he is updating planning for pump replacement and the system planning going forward. Mr. Jeff Jarnecke was to contact Kenny Jones at JPR and set up a meeting.

Mr. McKenna also told the Board that there are \$100,000,000 in Coronavirus State Water Infrastructure Funds for water and sewage treatment facilities and that our District might qualify for some of these funds. He said Grant approval is due mid-July for Round One and that Round Two is within a year. He added that this is a 50% cost-share program.

Mr. Armstead said the District might consider purchasing the four acres south of the CWP to expand storage capability.

Mr. McKenna said that if we buy pumps, we want them in the ground and working, not stored.

This means we should be able to buy pumps 20 to 30 at a time and replace the worst ones.



Mr. McKenna suggested the District could contract with Astbury. He said E-One would store them and maybe we could contract to draw on pumps as needed by purchasing in quantity.

JPR is looking at a strategy to apply to best manage our District's needs going forward.

There being no further business to come before the Board, Mr. McKenna motioned for the meeting to be adjourned, Mr. Armstead seconded, and the June 15<sup>th</sup>, 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

June 15<sup>th</sup>, 2021 Regular Board Meeting Minutes approved by:

\_\_\_\_\_  
Michael McKenna

\_\_\_\_\_  
Kristy Wilsey

\_\_\_\_\_  
Gerald Weber

\_\_\_\_\_  
Paul Warnke

\_\_\_\_\_  
Ronald Armstead

\_\_\_\_\_  
Jeff Jarnecke

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Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

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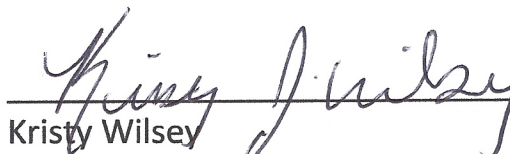
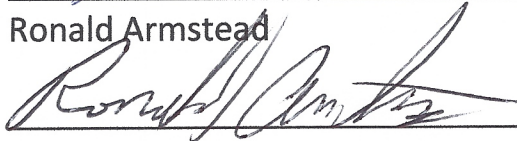


Michael McKenna

Gerald Weber



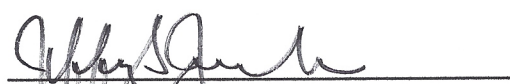
Ronald Armstead



Kristy Wilsey



Paul Warnke



Jeff Jarnecke