

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

May 18th, 2021

The May 18th, 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 Paul Warnke. Other board members present were: Ron Armstead, Jeff Jarnecke, Kristy Wilsey, Jerry Weber and Mike McKenna. Also present was Dan Fox of Astbury, Dennis Suglich and Shelley Bell.

AGENDA
Mr. Warnke asked the Board if there were any additions or corrections with respect to the adoption of the. Mr. Weber made the motion to approve the agenda as presented, Ms. Wilsey seconded, and upon vote, the Board unanimously approved.

Next, Ms. Warnke asked if there were any additions or corrections to the April 20th, 2021 Board Meeting Minutes. Mr. McKenna made the motion to accept the April 20th, 2021 Minutes as presented, Mr. Jarnecke seconded and upon vote, all approved.

The Board then moved to listen to Mr. Suglich's concerns. Mr. Suglich reported to the board that his grinder had been turned off and may have been a factor in raw sewage coming into his basement, requiring a substantial expense for clean-up. He requested the Board consider helping pay for the expense of cleaning up the raw sewage, as it was not his fault the grinder had been turned off.

Mr. Warnke told Mr. Suglich the Board would take his requests under advisement and get back to him. Mr. Suglich then left the meeting.

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

Next was the Treasurer's Report. See next page for Treasurer's Report.

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TREASURERS REPORT

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CASH

1 st Source Bank Checking Account		
Balance as of March 31, 2021:		\$274,386.64
Checks, withdrawals, debits		-\$58,985.62
Service charges		-\$32.24
Deposits and credits		\$68,164.37
Interest earned		\$23.14
Statement balance as of April 30, 2021:		\$283,556.29
Checks written but not cleared		-\$82.44
Available balance in checking:		<u>\$283,473.85</u>
Certificates of Deposit:		<u>\$988,293.01</u>
Total funds		\$1,271,766.86

RECEIVABLES

Reported by JPR as of 4/17/2021 \$95,980.42 (see Note 1)

CLAIMS

The following invoices and claims are presented:

NIPSCO	CWP gas	\$65.45 *1
NIPSCO	CWP electric	\$4,652.79 *1
NIPSCO	OB gas & electric	\$144.89 *1
NIPSCO	CS grinder electric	\$1,452.75 *1
Republic Svcs	sludge hauling	\$0.00 *1
CenturyLink	Phone Svc	\$212.85 *1
Marshall County REMC	SLR electric	\$199.00 *1
GoDaddy	web services	\$83.88
Astbury Water Tech	Operater services	\$15,058.71 *2
Jones Petrie	billing services	\$5,223.94 *3
Jones Petrie	locate services	\$1,487.50 *3
Jones Petrie	engineering	\$0.00 *3
Jones Petrie	inspection services	\$2,273.75 *3
Jones Petrie	reimbursables	\$0.00 *3
Personnel Partners	staffing services	\$0.00
Shelley Bell	bookkeeping expenses	\$27.48
Mike McKenna	postage, ink, check validations	\$142.99
Jay & MaryLee Mattern	refund	\$71.52
Covalen	grinder pump - McIntosh	\$5,351.00
	Total claims	<u>\$36,448.50</u>

*** Footnotes to Claims:**

*1 Preapproved for automatic payment.

*2 Contract services plus SLR services, numerous service calls and repairs.

*3 Contract services.

Note 1: Receivable aging:	Current	\$44,647.66	
	30 days	\$203.57	
	60 days	-\$3,605.01	
	90+	\$5,421.35	
	06/13/21	Lien	\$49,312.85
	Total	\$95,980.42	

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

~~Mr. McKenna noted there had been a marked decrease by approximately \$50,000.~~

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. Jarnecke seconded, and upon vote, the Board unanimously approved.

There was no Asset Management Report.

Next was discussion regarding JPR's Billing. Mr. Jarnecke asked if there was an option to opt out of receiving a paper bill each month. Mr. McKenna said he thinks JPR's new software might have this option and Mr. Jarnecke said he would follow up on this with Jennifer Ransbottom at JPR.

There was nothing to report or discuss regarding Billing and from our Engineers at JPR.

Mr. Fox gave the Operator's report for Astbury. He replaced 2 ARV's.

Mr. Fox also said a flushing station was bubbling up under the asphalt. He was not called nor was the 800 number called regarding this sewer issue, and that no one from the District or Operators were notified this was an issue. Mr. Warnke also said he was not notified of this problem right away.

Mr. Fox said the CWP is running well and several grinder pumps are under repair.

Mr. Weber asked about a chart of all pumps, how many times they've been repaired, types of repairs, etc.

The System Manager reported the CWP is working well, however he was concerned there were too many pumps on the floor. Mr. Weber asked what the most frequent repair was and was informed by Mr. Fox it is usually the control brackets because of change in relay on starting pumps. He added the brackets are about \$300 each plus labor to repair. He said the new style brackets should help longevity of the pumps. Mr. McKenna reported that the bracket parts and labor come to about \$550.

Mr. Fox added they cleaned 60 pumps and a few had big absorbent pads in them and one had a root ball, but none had much sand in them.

Mr. McKenna asked the new style bracket was part of the new cores. Mr. Fox believes so, but we can also request it.

Mr. Warnke said he contacted the new representative at Covalen. We should have 10% (30-35) pumps in stock. Covalen is the only place we can buy E-One pumps and they are from Indianapolis. ~~He added there are no quantity discounts.~~

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Mr. Warnke mentioned the Rate Study and Sludge disposal costs, including possible sludge drying beds, as well as parts replacement. He added we need storage space for parts.

Mr. Warnke suggested engaging a firm to advise/study our District's needs, how to enhance the system and take care of things going forward. He added there may be grant funds available and that we should check into this before we do a rate study. He said the firm hired would gather information to see what needs to be done.

Mr. Armstead asked where we would put another building for storage. Mr. Warnke gave several options.

Mr. McKenna asked how much space is needed to store 30 units and the answer was at least 20 ft x 20 ft. He also said the District does not want to become a warehouse.

Mr. Armstead said if Tyner and the little subdivision at Quince and Hwy 6 come online, the District will have additional revenue.

Mr. Warnke said Sludge will become a bigger factor as we grow and we should consider other ways to dispose of it.

Mr. Armstead said if we had drying beds, the District might be able to notify organic farmers who would be interested in using it.

The Board decided to contact JPR regarding the study to help us know what we need. Mr. Jarnecke will contact Kenny Jones and Mr. McKenna will work with Mr. Jarnecke on proceeding with this plan, adding he feels it makes sense for the Treasurer to be involved because of the financial planning it requires.

The Website Manager had nothing new to report.

There was nothing to report by the Compliance Officer.

The Key Control manager said 80 percent of the key holders had confirmed which keys they still held. All Board members have responded.

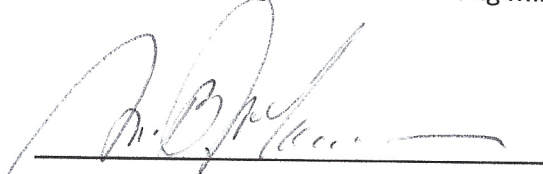
The P & P Committee had nothing to report.

The Board then discussed the situation concerning Mr. Suglich and his property. Several ideas were given and Mr. Warnke said he would contact Mr. Suglich and have more discussion with him regarding what he wants to do.

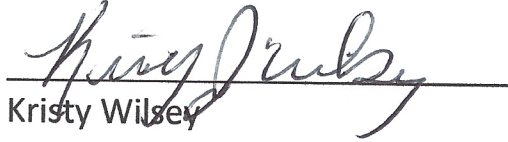
There being no further business to come before the Board, Mr. McKenna motioned for the meeting to be adjourned, Mr. Jarnecke seconded, and the May 18th, 2021 Regular Meeting of the Koontz Lake Regional Sewer District Board of Trustees was adjourned at approximately 6:00 p.m. local Central Time.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

May 18th, 2021 Regular Board Meeting Minutes approved by:



Michael McKenna



Kristy Wilsey

Gerald Weber

Paul Warnke



Ronald Armstead

Jeff Jarnecke