

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

September 15th, 2020

The September 15th, 2020 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 Kristy Wilsey. Other board members present were: Ron Armstead, Jeff Jarnecke, and Mike McKenna. Also present was Shelley Bell.

Ms. Wilsey asked the Board if there were any additions or corrections with respect to the adoption of the September 15th, 2020 Agenda. Mr. McKenna made the motion to approve the agenda as presented, Mr. Armstead seconded, and upon vote, the Board unanimously approved.

Next, Ms. Wilsey asked if there were any additions or corrections to the August 18th, 2020 KLRSD Board Meeting Minutes. Mr. McKenna pointed out a typing error on page seven, paragraph six and "#-On3" was corrected to read "E-ONE". There being no further corrections or additions, Mr. McKenna made the motion to accept the August 18th, 2020 Minutes as corrected, Mr. Jarnecke seconded, and upon vote, all approved.

The Nominations Committee had nothing to report.

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

Treasurer's Report follows on next page:

KOONTZ LAKE REGIONAL SEWER DISTRICT

TREASURERS REPORT

Page 1 of 1

September 15, 2020

CASH

1 st Source Bank Checking Account		
Balance as of July 31, 2020:		\$304,670.71
Checks, withdrawals, debits		-\$160,729.32
Service charges		-\$22.15
Deposits and credits		\$59,314.28
Interest earned		\$18.06
Statement balance as of August 31, 2020:		\$203,251.58
Checks written but not cleared		-\$308.68
Available balance in checking:		<u>\$202,942.90</u>
Certificates of Deposit:		<u>\$986,327.23</u>
Total funds		<u>\$1,189,270.13</u>

RECEIVABLES

Reported by JPR as of /2020 \$0.00 (see Note 1)

CLAIMS

The following invoices and claims are presented:

NIPSCO	CWP gas	\$66.65	*1
NIPSCO	CWP electric	\$4,305.62	*1
NIPSCO	OB gas & electric	\$149.94	*1
NIPSCO	CS grinder electric	\$1,416.45	*1
Republic Svcs	sludge hauling	\$1,587.61	*1
CenturyLink	Phone Svc	\$208.88	*1
Marshall County REMC	SLR electric	\$199.00	*1
Astbury Water Tech	Operator services	\$9,160.36	*2
Jones Petrie	billing services	\$4,575.83	*3
Jones Petrie	locate services	\$1,785.00	*3
Jones Petrie	engineering	\$843.75	*3
Jones Petrie	inspection services	\$2,146.25	*3
Jones Petrie	reimbursables	\$0.00	*3
Personnel Partners	staffing services	\$615.00	
Shelley Bell	bookkeeping expenses	\$27.48	
Dan Pisarek	reissue voided check 2011	\$8.99	
	Total claims	<u>\$27,096.81</u>	

*** Footnotes to Claims:**

- *1 Preapproved for automatic payment.
- *2 Contract services plus SLR services
- *3 Contract services.

Note 1: Receivable aging:	Current	
	30 days	
	60 days	
	90+	
	Lien	0.0% (percent of annual revenue)
	<u>Total</u>	<u>\$0.00</u>

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

04/18/21

There being no discussion or questions 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.

Mr. McKenna also said he would prefer to table the Rate Analysis until all Board Members were able to attend. He added that the Rate Ordinances says the Board will watch rates and may call in a consultant when needed for outside study.

Mr. McKenna told the Board that the District had bought 10 grinders about every 2 to 3 years and the District usually has 20 good ones available, as well as 5 to 6 in various stages of repair. Of 500 units, the District has only scrapped out two units even though we are currently at 8 years, which is average life expectancy.

Mr. Armstead agreed the District should buy 10 units every couple of years.

Currently, Mr. Dan Fox of Astbury will evaluate whether repairs are reasonable vs. buying new grinders.

Mr. Jarnecke said that phasing in a rate increase makes sense.

Mr. McKenna also said the District does not have a cash flow problem as it has the money required to meet expenses and to prepare for future expenses. The minimum requirements include: Operations of \$100,000, a Debt Reserve of 100% Annual payment in reserve and the District is almost there. He said that the Loan repayment is paid every 6 months. The Capital Improvement Reserve is currently at \$900,000. The District holds \$986,000 in CD's currently, each of \$50,000, and all mature at varying intervals with approximately 3 or 4 maturing every given year.

Mr. McKenna said that after 10 years of operation, a rate increase of about 5% seems to be reasonable.

Mr. McKenna believes the system will pretty much tell us what phase in rate we will need for new grinders.

Mr. Armstead said the District should look at pumps every 3 years.

Mr. McKenna again stated that within the next six months, the District may seriously need to look at a rate increase.

There was nothing to report by the Asset Management.

The JPR Billing report noted that the economy may be affecting liens. Mr. McKenna said the Board might consider deferment of liens for the current economic reasons due to COVID-19, however he doesn't want to get into a general forgiveness situation.

There were no comments on the Astbury Report.

The System Manager said things are going okay. He noted they need a different towel dispenser.

The Building Manager said that the woman cleaning the Administration Building is doing a good job. Mr. McKenna said he would pass that message along to her.

The Website Manager said the website looks good.

Mr. Warnke had nothing to report under Compliance.

Mr. McKenna had nothing to report under Contracts.

Mr. Jarnecke had nothing to report under Key Control.

There was nothing to report by the P & P Committee.

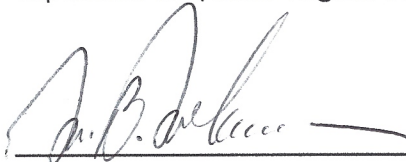
There was no Records Management report.

There were no discussions under either Old Business or New Business.

There being no further business to come before the Board, Mr. McKenna motioned for the meeting to be adjourned, Mr. Jarnecke seconded, and the September 15th, 2020 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

September 15th, 2020 Regular Board Meeting Minutes approved by:

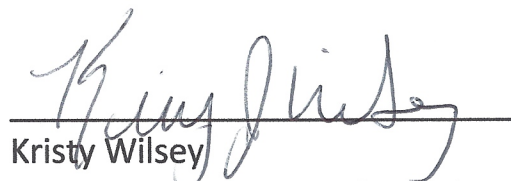


Michael McKenna

Gerald Weber



Ronald Armstead



Kristy Wilsey



Paul Warnke



Jeff Jarnecke