

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 20th, 2025

The May 20th, 2025 Regular meeting of the Board of Trustees of the Koontz Lake Regional Sewer District was held at 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: Kristy Wilsey, Heather Harty, Steve Giese, Jerry Weber and Ron Armstead. Also attending was Shelley Bell.

Mr. Jarnecke asked the Board if there were any additions or corrections with respect to the adoption of the May 20th, 2025 Agenda as previously published. Ms. Harty made the motion to accept the agenda as presented, Ms. Wilsey seconded, and upon roll call vote, the Board unanimously approved the Agenda.

Next on the Agenda was the reading of the April 15th, 2025 Minutes. Mr. Jarnecke asked if there were any additions or corrections to the Minutes. Ms. Harty made the motion to accept the Minutes as presented, Ms. Wilsey seconded and upon polled vote, the Board unanimously approved.

There was no Nominating Committee report.

Next was the Provisional Treasurer's Report:

(See next page for report)

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TREASURERS REPORT

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April 15, 2025

CASH

1 st Source Bank Checking Account	
Balance as of February 28, 2024:	\$183,045.82
Checks, withdrawals, debits	-\$49,966.69
Service charges	-\$49.60
Deposits and credits	\$62,593.35
Interest earned	\$466.00
Statement balance as of March 31, 2025:	\$196,088.88
Checks written but not cleared	\$0.00

Available balance in checking: **\$196,088.88**

Certificates of Deposit: **\$1,154,602.13**

Total funds \$1,350,691.01

RECEIVABLES

Reported by Astbury as of 1/31/25 **\$45,215.91** (see Note 1)

CLAIMS

The following invoices and claims are presented:

NIPSCO	gas cwp	\$117.22 *1
NIPSCO	elec cwp	\$6,273.82 *1
NIPSCO	Admn Bldg	\$226.87 *1
NIPSCO	grinders	\$735.23 *1
Republic Services		\$4,257.25 *1
Brightspeed		\$274.12 *1
Marshall Co REMC		\$225.00 *1
First Source		\$49.60 *1
Covalen		\$7,458.00
Personnel Partners		\$1,480.50
Bill.com		\$119.36 *1
IUPPS		\$271.70
Universal Security		\$135.00
H Harty		\$119.88
Total claims		\$21,743.55

* 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	-\$5,811.62
30 days	\$0.00
60 days	\$0.00
90+	\$27,716.62
Lien	\$23,310.91
Total	\$45,215.91

3.2% (percent of annual revenue)

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

Ms. Harty reported the District is at 43% of our budget, which means we are right on track and over on supplies and materials.

Mr. Jarnecke reported the accounts are being cleaned up on the JPR to Astbury transfer of customer accounts.

Ms. Harty made the motion to approve and pay all May bills for 2025, Mr. Giese seconded, and upon polled vote, the Board unanimously approved.

There was no Asset Management report. Mr. Jarnecke said he will go through the original JPR study in June to come up with capital improvement and planning.

For Astbury Billing, Mr. Armstead said his neighbor mentioned they would like the bills to come out sooner giving a longer period before payment is due.

There was nothing to report by Asbury Engineering.

For Operations Report, a major line break over the weekend was experienced near Time Out due to a busted ARV. Astbury's was called at 8:00 and they were out by 11:00. Sewage had spilled along Hwy 23 that was cleaned up and lime spread over the area.

It was also reported that approximately 80 to 100 locate calls are being received each month.

For System Management, Mr. Armstead reported there is only one controller box left, so we need to order some soon.

Someone had also swapped the mower battery with an older one. Mr. Jarnecke will notify Dan Fox of Astbury.

For Building Management, There was a false alarm on Saturday due to someone from the 4-H having entered the wrong code.

There was no website report.

For Compliance, it was reported the fire extinguishers at the Administration Building have been serviced.

There was no Contract report.

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For P & P, Mr. Jarnecke reported we should make sure the P & P stays updated. This will be discussed at the June meeting.

There was nothing to report by Records Management.

There was no Old Business to discuss.

For New Business, Ms. Harty told the Board she has set up Google Distribution in Google Drive so all the Board members have access to current and past items. She said to only post things in PDF format.

There being no further business to come before the Board, Mr. Giese made the motion to adjourn the meeting, Ms. Wilsey seconded, and upon polled vote, the Board unanimously approved and Mr. Jarnecke adjourned the May 20th, 2025 Regular Meeting of the Koontz Lake Regional Sewer District Board of Trustees.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

May 20th, 2025 KLRSD Regular Board Meeting Minutes approved by:

Steve Giese

Kristy Wilsey

Gerald Weber

Paul Warnke

Ronald Armstead

Jeff Jarnecke

Heather Harty

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