

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 16th, 2025

The September 16th, 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: Steve Giese, Jerry Weber, Kristy Wilsey, Heather Harty and Ron Armstead. Also present were Dan Fox of Astbury and Shelley Bell.

Mr. Jarnecke asked the Board if there were any additions or corrections with respect to the adoption of the September 16th, 2025 Agenda as previously published. Mr. Giese made the motion to accept the agenda as published, Mr. Armstead seconded, and upon vote, the Board unanimously approved the Agenda.

Next, the meeting moved to Monthly Reports.

There was nothing to report by the Nominations Committee.

Next the Treasurer, Ms. Harty, gave the Provisional Treasurer's Report.

See next page for Treasurer's Report....

KOONTZ LAKE REGIONAL SEWER DISTRICT

TREASURERS REPORT

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September 16, 2025

CASH

1 st Source Bank Checking Account	
Balance as of July 31, 2025:	\$244,943.32
Checks, withdrawals, debits	-\$164,904.08
Service charges	-\$53.41
Deposits and credits	\$69,430.55
Interest earned	\$324.13
Statement balance as of August 31, 2025:	\$149,740.51
Checks written but not cleared	\$0.00
Available balance in checking:	\$149,740.51
Certificates of Deposit:	\$1,164,611.27
Total funds	\$1,314,351.78

RECEIVABLES

Reported by Astbury as of 7/31/25 **\$28,611.25** (see Note 1)

CLAIMS

The following invoices and claims are presented:

NIPSCO	gas cwp	\$77.34 *1
NIPSCO	elec cwp	\$7,187.83 *1
NIPSCO	Admn Bldg	\$171.81 *1
NIPSCO	grinders	\$764.15 *1
Republic Services		\$13,868.91 *1
Brightspeed		\$273.65 *1
Marshall Co REMC		\$273.00 *1
Baker Tilly		\$8,908.75 *4
First Source		\$53.41 *1
Astbury		\$2,573.23
Personnel Partners		\$740.25
Bill.com		\$105.16 *1
JPR		\$1,756.25
Selective Insurance		\$150.00
Total claims		\$36,903.74

*** 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:	0-30 days	\$9,406.47
	31-60 days	\$6,256.07
	61-90 days	\$5,395.50
	91-120 days	\$4,106.37
	121+ days	\$2,996.84
	Liens	\$450.00
	Total	\$28,611.25

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

There being no discussion on the Treasurer's Report, Ms. Wilsey made the motion to approve and pay all September 2025 bills, Mr. Giese seconded, and upon vote, the Board unanimously approved.

For Asset Management, there was brief discussion of:

- Lucky's new coffee shop/restaurant
- JPR – dealing with homeowner and new connections
- New grinder being moved on Pottawatomini so it's note below grade. This will reduce repairs needed.
-

For Billing, there was nothing to discuss on Astbury billing

For Astbury, Mr. Fox reported there were no issues with the CWP last month. There were 8 call outs in August with a check valve being replaced on one.

He also reported the Swan Lake flow dropped off a bit in August and that there were 57 locates requested in August.

Mr. Jarnecke noted that Astbury had not been designating locate services and billing them, so there will be 8 months worth of locate services being billed out next month. He added that locates are costing the District roughly \$27 per locate.

Mr. Armstead suggested putting in some barrier to prevent people from backing into Sewer connection equipment in the Time Out area. Mr. Fox will get prices on a better marking for that including posts and balusters.

For Engineering needs, JPR still has a service agreement with the District to provide services at hourly rates.

For System Management, Mr. Weber told the Board he had mowed at the CWP but that the grounds still needed some clean up. Mr. Armstead noted the CWP floor could use a power washing. He added that we're good on the amount of pumps available.

For Building Maintenance on the Administration Building, Mr. Jarnecke said he had connected with Jessie Markin and she will come clean and provide a bill next month for her services.

There was nothing to discuss on:

Website
Compliance

For Contract Administration – contracts with Bakertilly for Accounting services was noted. The district also has a 5 year operator services contract and a 2 year location contract.

There was nothing discussed for:

P & P Committee
Records Management

Under Old Business, Mr. Ben Robbins has paid to have his house taken off the tax sale registers and is now working on paying off the liens. The District will now send out his refund check.

The Board Discussed the Professional Services Agreement with JPR. Mr. Harty moved to accept the contract as presented, Mr. Giese seconded and upon polled vote, the Board unanimously approved.

Mr. Harty said she will see if the counties can get us a list of where we are with liens.

Mr. Fox reminded the Board to let Kevin know what they want to see in the reports they send.

There was no New Business to be discussed.

There was no correspondence.

There were no other members of the public present at the meeting who wished to speak.

There being no further business to come before the Board, Mr. Jarnecke adjourned the meeting at 6:55 PM CST for the KLRSD Board Meeting of September 16th, 2025.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

September 16th, 2025 KLRSD Regular Board Meeting Minutes approved by:

Steve Giese

Kristy Wilsey

Gerald Weber

Paul Warnke

Ronald Armstead

Jeff Jarnecke

Heather Harty