

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

February 18th, 2020

The February 18th, 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 James Jackson. Other board members present were: Ron Armstead, Kristy Wilsey, Paul Warnke and Dan Pisarek. Mike McKenna and Jerry Weber attended via teleconference. Also present were Jennifer Ransbottom of JPR, Dan Fox of Astbury, Rob Stansberry and Shelley Bell.

Mr. Jackson asked the Board if there were any additions or corrections with respect to the adoption of the February 18th, 2020 Agenda. Mr. Warnke requested the addition of Indemnification Agreement discussion to Old Business. Mr. Warnke made the motion to approve the agenda with this addition, Mr. Pisarek seconded, and upon vote, the Board unanimously approved.

Next, Mr. Jackson asked if there were any additions or corrections to the December 17th, 2019 KLRSD Board Meeting Minutes. Mr. Armstead made the motion to approve the Minutes as presented, Mr. Warnke seconded, and upon vote, the Board unanimously approved.

Next, the meeting was opened to discussion regarding the property of Rob Stansberry. Mr. Stansberry told the Board he had bought the property at a tax sale but couldn't get access to structures for a year. The house had been a former meth lab and it took six months to get readings on the house. The structure had been condemned in March of 2015 but the sewer connection had been run to the house in May 2015.

Mr. Stansberry said the county should not have sold the property with a lien on it and they were not aware of a lien during the tax sale and only discovered it when they ran a title search.

There was discussion of the amount of the lien owed the Sewer District. Ms. Ransbottom said she was waiting for decision as to how the Board wished to proceed.

Mr. Warnke asked for Mr. Zeider to write the KLRSD a letter explaining what he wanted the Board to do.

Mr. Warnke also explained that until the Board is notified, property continues to be billed. The Board and JPR were not told the house had been condemned.

Mr. Stansberry will get a history of what transpired and what he wants done. He will also contact Mr. Zeider.

It was noted the distinction between Sheriff Sales and Tax Sales are:

Sheriff Sale – liens are not wiped out

Tax Sale – liens are wiped out

Mr. McKenna requested everything should be put to the Board in writing by mail.

There was also discussion regarding property at 8029 N Tecumseh which is now a vacant lot. It still has three liens and open balance on the account. Mr. Warnke said it doesn't make sense to vacate these liens. He added that unless the owners sell it, the liens would need to be paid before anything could be built on the lots. Ms. Ransbottom told the Board the owners were aware the property had liens on it when it was purchased. Mr. Warnke said that if the Haugs' intention is to keep the property as vacant, the KLRSD is not hurting them if the Board does not act on it.

Mr. McKenna asked if the District has ever received a payment on this account. Ms. Ransbottom will check on this. Mr. McKenna also wants to know if the District has ever collected the debt fee. He added that he feels liens are a solid obligation of the property owner.

Reporting for the Nominations Committee, Mr. McKenna informed the Board that Mr. Weber and Mr. Armstrong were both reappointed for four years each.

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

February 18, 2020

CASH

1st Source Bank Checking Account

Balance as of December 31, 2019:	\$292,354.28
Checks, withdrawals, debits	-\$42,198.54
Service charges	-\$37.04
Deposits and credits	\$51,280.80
Interest earned	\$64.68
Statement balance as of January 31, 2020:	\$301,464.18
Checks written but not cleared	-\$1,517.48
Available balance in checking:	<u>\$299,946.70</u>
Certificates of Deposit:	<u>\$929,671.45</u>
Total funds	\$1,229,618.15

RECEIVABLES

Reported by JPR as of 2/14/2020 \$110,847.38 (see Note 1)

CLAIMS

The following invoices and claims are presented:

NIPSCO	CWP electric	\$5,362.17 *1
NIPSCO	CWP gas	\$89.59 *1
NIPSCO	CS grinder electric	\$1,419.32 *1
NIPSCO	OB gas & electric	\$174.95 *1
Republic Svcs	sludge hauling	\$1,356.99 *1
CenturyLink	Phone Svc	\$196.18 *1
Marshall County REMC	SLR electric	\$186.00 *1
Astbury Water Tech	Operater services	\$8,483.09 *2
Jones Petrie	billing services	\$4,220.86 *3
Jones Petrie	locate services	\$1,020.00 *3
Jones Petrie	engineering	\$257.50 *3
Jones Petrie	inspection services	\$1,870.00 *3
Jones Petrie	reimbursables	\$7.85 *3
Personnel Partners	staffing services	\$415.13
Shelley Bell	bookkeeping expenses	\$285.28
Shelley Bell	replacement check	\$27.48
IRSDA	professional dues	\$50.00
IUPPS	locate services	\$40.85
	Total claims	<u>\$25,463.24</u> (see Note 3)

Treasurer's Report continues on next page:

*** Footnotes to Claims:**

- *1 Preapproved for automatic payment.
- *2 Contract services plus SLR services plus numerous call-outs and grinder repairs.
- *3 Contract services.

Note 1:	Receivable aging:	Current	\$44,897.39	
		30 days	\$4,906.61	
		60 days	\$4,109.43	
		90+	\$32,167.12	
		Lien	\$24,766.83	3.9% (percent of anr
		Total	\$110,847.38	

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

Note 3: The following Year-End reporting has been completed by the Treasurer:
Indiana 100R Employee Data and Compensation_completed and submitted
Indiana Debt Management Affirmation_completed and submitted
Indiana Sales Tax ST-103_completed and submitted
Indiana SDAR Annual Financial Report_completed and under review by Jim Jackson
USDA Annual Financial Report_completed, reviewed by Jim Jackson and submitted
Swan Lake annual rate adjustment_completed and reviewed by Jim Jackson, ready for submissi

Mr. Warnke told the Board that the Astbury bill continues to concern him. He said we are billed for several call outs and repairs but only four were shown on the report. He feels the District should be billed promptly on repairs on pumps.

Mr. McKenna explained that the billing usually takes two months.

Mr. Warnke then said he had mis-read the amount and that he felt more comfortable upon that realization.

Mr. Warnke made the motion to accept the Treasurer's Report as presented, Mr. Armstead seconded, and upon vote, all members of the Board approved unanimously.

There was nothing to report by Asset Management.

JPR Billing was next discussed. Connection/Disconnect forms are more pertinent to our ordinances.

Mr. Armstead made the motion to accept the updated Connection/Disconnect Forms, Mr. Warnke seconded, and upon vote, the Board unanimously approved.

Next, the NPDES Permit Renewal was discussed. The permit expires August 31st but must be submitted March 2nd.

Mr. McKenna told the Board that JPR involves a comprehensive engineering study with a much broader scope.

Mr. McKenna proposed that Astbury get application sent for the District.

Mr. Warnke added that the Board should keep JPR under consideration for an engineering report being done at a later date.

The Board also discussed some of the grinder lids needing to be replaced. Mr. Warnke said he does not feel the District should be the one paying for grinder lids being driven over.

Mr. Warnke made the motion to accept JPR's report as written, Mr. Armstead seconded, and upon vote the Board unanimously approved.

JPR also reported that Kenny Jones is working on IDEM requests for Cyber Security Procedures.

The System Manager reported everything as okay.

The Building Manager reported everything as okay.

There was nothing to report by the Contract Manager.

There was nothing to report by the Key Control Manager.

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

Next, the meeting moved to Old Business and discussion of the Indemnification Agreement.

Mr. Warnke claimed the Indemnification Agreement was not working. He made the motion to rescind the agreement and make it go away.

Mr. McKenna added that it only seems to cause confusion and hurt feelings.

Mr. Pisarek said that a month ago it was suggested the Board wait until all members were physically present to discuss this, but no one answered. He wants it on record of who is saying what. Mr. Weber agreed.

Mr. McKenna also said the matter should be set aside until the Board can do something that will serve the District better.

Ms. Wilsey agrees that all Board members should be present for the discussion.

Mr. Warnke withdrew his motion.

Mr. Jackson asked why the Insurance on Indemnity Agreement get put in policy back in 2013, but the Board never followed through in action.

There being no further business to come before the Board, Mr. Pisarek motioned for the meeting to be adjourned, Mr. Warnke seconded, and the February 18th, 2020 Regular Meeting of the Koontz Lake Regional Sewer District Board of Trustees was adjourned at approximately 6:50 p.m. local Central Time.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

February 18th, 2020 Regular Board Meeting Minutes approved by:



Michael McKenna



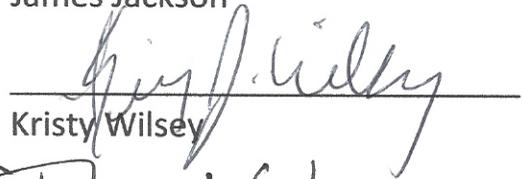
Gerald Weber



Ronald Armstead

Dan Pisarek

James Jackson



Kristy Wilsey



Paul Warnke