

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

July 18th, 2023

The July 18th, 2023 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 Jeff Jarnecke. Other board members present were: Kristy Wilsey, Mike McKenna, Heather Harty, Jerry Weber and Ron Armstead. Paul Warnke attended by teleconference. Also present was Shelley Bell.

Mr. Jarnecke asked if there were any additions or corrections to the July 18th 2023 Agenda. There being no additions or corrections to the posted June 2023 agenda, Mr. McKenna made the motion to approve the Agenda as posted, Mr. Weber seconded and the Board unanimously approved.

Next, Mr. Jarnecke asked if there were any additions or corrections to the June 20th, 2023 KLRSD Board Meeting Minutes. The last line of the paragraph, three from the bottom, was removed. There being no further additions or correction Mr. McKenna made the motion to approve the Minutes as modified, Ms. Wilsey seconded, and the Board unanimously approved.

The Nominations Committee had nothing to report.

Next, the Treasurer's Report was present by Mr. McKenna.

The Treasurer's Report is on the following page:

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TREASURERS REPORT

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CASH

1 st Source Bank Checking Account		
Balance as of May 31, 2023:		\$252,300.18
Checks, withdrawals, debits		-\$31,904.54
Service charges		-\$55.80
Deposits and credits		\$82,309.21
Interest earned		\$78.58
Statement balance as of June 30, 2023:		\$302,727.63
Checks written but not cleared		-\$891.00
Available balance in checking:		<u>\$301,836.63</u>
Certificates of Deposit:		<u>\$1,032,036.91</u>
Total funds		<u>\$1,333,873.54</u>

RECEIVABLES

Reported by JPR as of 7/12/2023 \$95,970.84 (see Note 1)

CLAIMS

The following invoices and claims are presented:

NIPSCO	CWP gas	\$74.30	*1
NIPSCO	CWP electric	\$4,674.16	*1
NIPSCO	OB gas & electric	\$159.16	*1
NIPSCO	CS grinder electric	\$1,416.47	*1
Republic Svcs	sludge hauling	\$2,808.28	*1
Brightspeed (CenturyLink)	Phone Svc	\$205.74	*1
Marshall County REMC	SLR electric	\$320.00	*1
Astbury Water Tech	Operator services	\$873.87	*3
Jones Petrie	billing services	\$3,566.25	*4
Jones Petrie	billing reimbursables	\$667.30	*4
Jones Petrie	locate services	\$2,528.75	*4
Jones Petrie	engineering	\$5,653.00	*4
Jones Petrie	inspection services	\$1,863.00	*4
Jones Petrie	other reimbursables	\$437.04	
Personnel Partners	staffing services	\$740.25	
IUPPS	locate svc	\$117.80	
Postmaster	PO Box 204 rent	\$100.00	
Joseph Dyrz	refund	\$60.00	
Josh Chartrand	refund	\$41.08	
WH Clevenger	legal svc	\$225.00	
Jerry Weber	board comp	\$98.00	
Ron Armstead	board comp	\$245.00	
Kristy Wilsey	board comp	\$294.00	
Heather Harty	board comp	\$245.00	
Jessie Markin	cleaning services	\$25.00	
	Total claims	<u>\$27,438.45</u>	

*** 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	\$52,546.24	
	30 days	\$6,215.94	
	60 days	\$2,959.77	
	90+	\$15,658.75	
	Lien	\$18,590.14	2.6% (percent of annual revenue)
	<u>Total</u>	<u>\$95,970.84</u>	

Note 2: The Treasurer recommends approval to pay all claims listed above.
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Mr. Jarnecke asked what the two refunds were for and Mr. McKenna explained they were pre-payments on properties that were sold.

Mr. Jarnecke said Republic Services has not gotten back to him regarding sludge hauling costs. He said we are close to doubling our expense this year over last year. He commented how charges for hauling sludge are “off the charts”.

The option of IN THE ROUND would cost approximately \$150,000 for a base unit and \$175,00 for a more advanced unit. This would help cut hauling needs about 50%, allowing us to recoup our expense in 7 to 10 years.

Mr. McKenna noted that we would still have hauling and fuel charges, meaning it’s not necessarily cutting the costs in half, thus it might take 16 – 17 years to recoup the cost. He feels we’d still have the same number of hauls and the hauling charge would remain pretty much the same.

The option of giving away sludge to local farmers was brought up. Mr. McKenna reminded the Board that doing so requires a lot of permits. He added the Mr. Fox of Astbury might be better able to help with this information.

Mr. Jarnecke said he believes Republic Services might give us a better deal rather than lose us as a customer.

Mr. McKenna wondered what the labor costs would be with IN-THE-ROUND.

Ms. Harty thinks the manufacturer may have an ROI costing tool available, perhaps on their website.

There being no further questions or comments, the motion to approve all claims presented was made by Mr. McKenna and seconded by Mr. Warnke. Upon polled vote, the Board unanimously approved.

There was nothing to report for Asset Management. Mr. McKenna and Mr. Warnke volunteered to look at capital improvements.

Next, the Board discussed JPR’s report. There was no discussion regarding billing.

JPR Engineering is investigating the current condition of Swan Lake’s pump station. Dan Fox of Astbury is working with JPR to get quotes on options. The Board will vote to approve expenses for this project.

Mr. Fox is looking into having a manual screen fabricated for the CWP.

There was no Astbury report to discuss.

The System Manager reported everything is looking good and the crates have been hauled out. It was noted that the CWP is operating on the other side, running only half of the plant.

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The Building Manager had nothing to report. The Board was told that Starke County is interested in relocating a polling place at the Administration Building for elections, although they haven't formalized it yet.

The Website Manager reported things are going well. Ms. Wilsey will try to get some sunny day pictures of the front of the buildings.

There was no Compliance Report.

There was nothing to report for Contracts.

The Key Control Manager reported he is about 90% through with contacting all key holders to make sure all keys are accounted for.

There was nothing to be reported for P & P.

There was no Records Management Report.

Under Old Business, it was noted that with the repaving of SR 23, the District is working with the County, State and others to get manhole covers up to grade. The Board is buying 47 risers, which are on order. Selge will pick them up and install them.

There was no New Business to discuss.

There being no further business to come before the Board, Mr. McKenna motioned for the meeting to be adjourned, Ms. Harty seconded, and the July 18th, 2023 Regular Meeting of the Koontz Lake Regional Sewer District Board of Trustees was adjourned at approximately 6:10 p.m. local Central Time.

Mr. McKenna reminded the Board that next month's meeting is the Annual Meeting.

Respectfully submitted by Shelley K. Bell, KLRSD Bookkeeper

July 18th, 2023 Regular Board Meeting Minutes approved by:

Michael McKenna

Kristy Wilsey

Gerald Weber

Paul Warnke

Ronald Armstead

Jeff Jarnecke

Heather Harty

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