Harrison County Regional Sewer District

April 16, 2014 Meeting Minutes

Meeting Date: April 16, 2014 8:55 am Harrison County Community Foundation Corydon, IN 47112

In Attendance:

	Tom Tucker	Board Member (President)
	Gary Davis	Board Member (VP/Treasurer)
	Tony Combs	Board Member (Secretary)
	Bill Byrd	Board Member (Town of Milltown)*
	Dan Lee	Board Member
	Darin Duncan, P.E.	Board Member
	Jim Klinstiver	Board Member
	Rusty Sizemore	Board Member (Town of Lanesville)
	Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
	Chris Byrd	Board Attorney
	Bob Woosley	Heritage Engineering
<u>t</u> :	Herb Schneider	Town of Lanesville (in place of Rusty Sizemore)
	Hern Schneider	Town of Lanesville on place of Rusiv Sizemore)

Absent:

Herb Schneider	Town of Lanesville (in place of Rusty Sizemore)
Fred Cammack	Board Member (Town of Corydon)
Rob Huckaby	Stantec

*Town voting member.

Action Items:

1. March 19, 2014 HCRSD Board Meeting Minutes: Motion made by Bill Byrd seconded by Gary Davis to approve the minutes. Motion approved unanimously.

2. Berkshire WWTP:

- a. Operations Report (March): Steve Tolliver reported no issues at the WWTP. The plant is in full compliance with permit parameters. *Motion made by Gary Davis seconded by Tony Combs to approve the March operations report. Motion approved unanimously.*
- b. IDEM DMR Audit: Steve reported the District was chosen to undergo a more strenuous review as part of a DMR Audit. This is a random selection that happens throughout the State. Rusty Sizemore stated that Lanesville has been chosen multiple times and that with this Audit generally is the added expense of additional testing requirements. Steve stated that this is now underway and he will report back to the Board at the next meeting.
- **c. UV System:** Steve reported the UV system has been installed and is now functioning and being utilized.
- **d.** Auto Dialers: Steve reported that all four (4) dialers are now ready for use. He will call the vendor to activate the services. The cost per unit is \$25 per

month for the phone service lines. The vendor does offer the option of paying monthly or annually. Steve recommended the District pay monthly. The Board agreed to proceed with the monthly payment option. Steve will follow up immediately to activate the service for each dialer.

- e. Both Plants Now In Service: The existing plant was seeded with seed sludge and brought on line and into service. Both plants are now in full service.
- f. Flow Meter Calibration: Steve stated the flow meter had to be re-calibrated now that both plants are on line.
- **g.** Security Breaches: The Contractor has left the gate unlocked on numerous occasions. It is now double locked.
- **h. Generator Batteries:** Steve reported the batteries are in need of replacement.
- i. Phosphorus Testing Chemical: Steve reported that he still has found a buyer for the Ferric Chloride chemical (there are 2 drums). He stated that the chemical has a 10 year shelf life. The District paid approximately \$800 for the chemicals. The supplier requires a 25% re-stocking charge if the chemicals are returned. Steve recommended the Board keep the chemicals in storage on site. The Board agreed with Steve's recommendation to keep the chemicals stored on site. If a buyer comes along Steve will bring it to the Board's attention for consideration.

3. Stormwater:

- **a. Oversight:** The Board discussed the County's Engineer's letter (dated April 7th attached to these minutes) regarding stormwater oversight. The Board feels that both entities (RSD and County Engineer's Office) can work jointly to provide this oversight. Further discussion will be held regarding this matter at a future meeting.
- b. MS4 Response: The Board discussed drafting a letter on behalf of the Commissioner's to allow them to respond to IDEM regarding the potential for the County to possibly be designated as an MS4 community. The Board does not feel it is in the best interest of the County to be designated as an MS4. With this designation comes added rules and requirements to follow that ultimately will add to increase costs and possible fees for residents. The Board will approach the Commissioners and urge them to strongly considered sending a pro-active response to IDEM asking that the County NOT be considered for this designation. The letter will focus on the numerous positive initiatives undertaken by the County (i.e. septic maintenance flyers, soil and water conservation financial support, karst study, stormwater demonstration projects, etc.). Bob Woosley will follow up with Rob Huckably to draft this letter and distribute to the Board for review.

4. New Salisbury Project Update:

a. Pay Requests: There were no Contractor Pay Requests this month.

- **b. Project Updates:** Bob Woosley provided a brief update on the construction progress made to date.
- c. Quarterly Report: Jill Saegesser submitted the quarterly report to EDA.
- 5. Sewer Use Ordinance: Chris Byrd and Bob Woosley distributed copies of a proposed Sewer Use Ordinance. Christina Horan recommended that the references to Tap Fees, Connection Fees, and Inspection Fees be pulled from the ordinance and a separate ordinance be used for those items. Board members were asked to review the ordinance and provide comments prior to the next meeting.

6. Stormwater Demonstration Project:

- a. South Central School Rain Garden Project: Rob Huckaby was unable to attend the meeting. He provided copies to the Board of the negotiated cost with Fulkerson Contracting (FCI) to perform the rain garden work at South Harrison School. Efforts will be made to have plant materials donated to further reduce the cost. The original amount from the Commissioners for demonstration project work at the School's was \$89,500. All work at the Lanesville campus is complete. If FCI's bid is accepted there will be approximately \$2,280 remaining in the budget. A motion was made by Gary Davis seconded by Dan Lee to approve a change order with Fulkerson Contracting in the amount not to exceed \$5,900 for the installation of the rain garden at South Central School in Elizabeth, IN. Motion passed unanimously.
- b. Support for South Central Atrium Project: South Central has been working on a separate project in the atrium area of the school. Maribeth Kelly, an educator who works at the school is applying for a grant with Rotary Club. She is not asking the District for money. Ms. Kelly wants a letter of support for the project. Additionally, Ms. Kelly has taken ownership of the educational materials the District developed as part of the school projects. She is distributing the materials to educators. *A motion was made by Bill Byrd seconded by Gary Davis to allow the Board President to sign the letter of support presented. Motion passed unanimously.*
- **7. MS4:** Rob Huckaby will forward a copy of the letter sent to Harrison County officials from IDEM that stated the County "may" be designated as an MS4 Community.

8. Lanesville Interchange Sewer Project:

- i. **IDEM Submittal:** Both sets of plans (District and Town) were submitted to IDEM on March 26th. Still awaiting comments from IDEM.
- **ii.** Town Easement Acquisition Status: Rusty Sizemore reported that the Town still is working with property owners to acquire the final 2 remaining easements.

9. Treasurers Report:

- **a.** SSK is currently three (3) months behind on payments (February, March, and April). Chris Byrd will follow up with them to determine the status of payment.
- **b.** A motion was made by Bill Byrd seconded by Jim Klinstiver to approve the March Treasurer's Report. Motion approved unanimously.

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c. A motion was made by Tony Combs seconded by Dan Lee to approve the following claims. Motion passed unanimously.

EDA Funds:

i.	Heritage Engineering – Construction Admin Services	\$2,178.01
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District Checking Account:

ii. Harrison REMC – WWTP Electric Service	\$1,482.50
iii. Duke Energy – LS Electric Service (Star Gas)	\$17.12
iv. Aqua Utility Services – April WWTP Operation	\$2,424.61
v. Aqua Utility Services – Sludge hauling/supplies	\$2,273.68

- vi. Town of Corydon Mar. sewer bills \$2,907.92
- **d.** A motion was made by Gary Davis seconded by Tony Combs to approve the following invoice payments. Motion approved unanimously.

i. Heritage Engineering – HCRSD Support (Mar.)	\$2,888.00
ii. Heritage Engineering – Projects Support (Mar.)	\$1,675.00
iii. Heritage Engineering – Lanesville Interchange Sewer	\$1,845.50

- **e.** A motion was made by Gary Davis seconded by Dan Lee to approve the following invoice payments. Motion approved unanimously.
 - i. Dillman, Chastain, & Byrd Ordinances preparation \$950.00
- **10. District Plan:** Bob Woosley reported the District Plan was presented to the Commissioner's at their meeting on April 7th.

Next Meeting:

Regular Board Meeting: **Wed. May 21, 2014 at 8:30 am** @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Tony Combs, Secretary

Jim Klinstiver

Daniel Lee

Gary Davis, V.P./Treasurer

Darin Duncan

Towns - Bill Byrd (Milltown)