

Harrison County Regional Sewer District

April 23, 2008 Meeting Minutes

Meeting Date: April 23, 2008

8:30 am

Harrison County Community Foundation Building

Foundation Way

Corydon, IN 47112

<u>In Attendance:</u> Tom Tucker	Board Member (President)
Fred Cammack	Board Member (Town of Corydon)
Daniel Lee	Board Member
Tony Combs	Board Member
Darin Duncan	Board Member (Secretary)
Gary Davis	Board Member (VP/Treasurer)
Bill Byrd	Board Member (Town of Milltown)*
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering (RSD Consultant)
Rob Huckaby	Stantec (RSD Consultant)

<u>Absent:</u> Rusty Sizemore	Board Member (Town of Lanesville)
JR Eckart	Board Member

* *Town Voting Member*

Action Items:

- 1. Approved April 9, 2008 Meeting Minutes.** Motion made by Bill Byrd, seconded by Dan Lee to approve the minutes. Motion passed unanimously.
- 2. Berkshire WWTP:** Bob Woosley provided a brief update on the progress of improvements being made. Bill Byrd questioned the agreement signed with Aqua Utilities, specifically Items 10 & 12 of Schedule 2 (Sheet 9):
 - **Item 10:** Provide maintenance of the Wastewater System grounds, including mowing of grass, replacement of light bulbs, and similar activities. *Is the District expected to perform grass cutting and other general maintenance?*
 - **Item 12:** Provide services in assistance with operation of plant as requested by contractor. *What is this?*

Bob Woosley will request clarification from Aqua Utilities regarding both of these items.

Mobile Home Park Monthly Billings: The Board discussed having Aqua Utility services provide monthly billing to SSK Communities (aka IMHC and R64). Tom Tucker will follow up with Aqua Utilities regarding this service.

- 3. Assessment Policy and Procedures:** A presentation was made on existing District's policies and procedures for assessing properties for sewer service. District policies throughout the state vary but they share the common theme of having three components:

- Project Cost
- Capacity (Connection) Fee
- Tap (Application) Fee

After a lengthy discussion it was determined that a subcommittee shall be formed to draft a recommended procedure to follow that will be presented to the Board for consideration. The consensus of the Board was a procedure needs to be established prior to any public hearings taking place. The following Board members were assigned to the committee:

- Tony Combs – Chair
- Dan Lee
- Fred Cammack

4. Hospital Sewers

- It appears most all of the District's punch list items have been completed. Bob Woosley stopped by the site on Friday April 18th to check on progress and most items appear to have been completed. The grease trap improvements were the only items not confirmed. A final field review with the Hospital must still be performed to provide final acceptance of all items.
- Fred Cammack made the Board aware of a problem with rags clogging the flow meter. Town of Corydon staff recently removed the blockage. The only user of the system is the hospital, therefore they are the only source of the rags. The Hospital shall be put on notice that rags are to not be flushed down the sewer system. Bob Woosley shall draft a letter for Tom's signature to send to the Hospital.

5. New Salisbury Project

- Discussed allowing the residential properties along SR 64 the opportunity to become a part of the project. Bob Woosley will prepare a preliminary cost estimate and provide this information to Umbaugh for inclusion in the cost analysis. These properties may be given the option of voting themselves into the project at this time. This will be discussed in greater detail at future meetings.

- 6. Economic Development Committee:** Bill Taylor (Harrison County Chamber) requested that the District appoint a member to sit on an Economic Development Subcommittee. Darin Duncan made a motion to appoint Tom Tucker, seconded by Bill Byrd. Motion passed unanimously.

- 7. Investments:** Gary Davis gave a report to the Board on his findings regarding investing District funds. Gary spoke with the State Board of Accounts regarding the potential use of Edward Jones to handle some District investments. The State Board of Accounts advised against using Edward Jones because their funds are not included on the State's qualified plan list. It was the consensus of the Board to leave the funds at First Harrison Bank and not move them to Edward Jones. Also, Bill Byrd mentioned that Indiana has an investment "arm" that qualifies. Bill stated that it is paying better interest than the local institutions. This will be discussed further at future meetings.

8. Invoices:

Heritage/Stantec Invoice No. 26 (Account No. 0167-310-3000.02): \$3,387.00

Motion made by Gary Davis, seconded by Tony Combs to approve this invoice.
Motion passed unanimously.

REMC Invoice (Electricity): \$380.33

Motion made by Bill Byrd, seconded by Tony Combs to approve this invoice.
Motion passed unanimously with one abstention. Darin Duncan abstained from voting. Mr. Duncan serves on the REMC Board and wasn't sure if this were a conflict of interest or not. *This invoice included sales tax. Gary Davis will follow up with the REMC to fill out the necessary paper work to allow the District to not be charged sales tax.*

Next Meeting:

1. Wednesday May 7, 2008 at 11:30 am @ Harrison County Community Foundation Building.
2. Agenda Items:
 - Approval of April 23, 2008 meeting minutes
 - Hospital Sewers: Punch list Items Update
 - New Salisbury Project: Umbaugh presentation on costs
 - Assessment Policies and Procedures
 - Other Items

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Tony Combs

Darin Duncan, Secretary

Daniel Lee

Gary Davis, V.P./Treasurer

JR Eckart

Towns - Milltown (Bill Byrd)