

Harrison County Regional Sewer District

August 20, 2008 Meeting Minutes

Meeting Date: August 20, 2008
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Bill Byrd	Board Member (Town of Milltown)*
Fred Cammack	Board Member (Town of Corydon)
Tony Combs	Board Member
Darin Duncan	Board Member (Secretary)
J.R. Eckart	Board Member
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering
Steve Tolliver	Aqua Utilities (Berkshire WWTP Operator)
David Eberenz	Capital Engineering
Rob Huckaby	Stantec

Absent:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Rusty Sizemore	Board Member (Town of Lanesville)
Dan Lee	Board Member

* *Town Voting Member*

Action Items:

1. **Approved August 6, 2008 Meeting Minutes.** Motion made by JR Eckart, seconded by Tony Combs to approve the minutes. Motion passed unanimously.
2. **Berkshire WWTP Operator's Update (July):** Steve Tolliver provided the Board with an update on operations for the month of July. There were no violations reported for the month. The plant met all permit requirements. Steve noted that he has added a summary at the beginning of the report listing the average daily flow and the total precipitation for the month. He commented that it appears the repairs made by the owners of the mobile home park have had a significant impact on reducing the amount of inflow and infiltration from storm events. Flow appears to have leveled off to approximately 20,000 gpd. JR Eckart requested that a chart be created and added to the report that shows rainfall versus daily flow thru the plant. Steve said he will add the requested chart.

A motion was made by JR Eckart, seconded by Bill Byrd to allow Darin Duncan (in Tom Tucker's absence) to sign the Operation Report for the month of July. Motion passed unanimously.

3. **Assessment Policy:** Bob Woosley asked that all Board members please provide any final comments on the policy no later than Friday of this week. The subcommittee will meet next week to finalize the policy and will present to the Board at the next meeting a recommended policy. Members present at the meeting discussed their concern over splitting up the project costs based on parcel size. Many felt dividing up costs based equally amongst all properties served would be the preferred method. Bob asked that all members please send their thoughts/concerns regarding this and other items to him no later than Friday.
4. **Treasurer's Report (July):** The July Treasurer's Report was tabled until the next meeting.
5. **Attorney Information:** Chris Byrd provide the Board with the following updates:
 - Executive Session: Provided a handout explaining when holding an executive session is allowable by Indiana Code.
 - Updated the Board that he has met with John Colin (County Commissioner's Attorney) and they are working together to draft language to allow the existing agreements in place with the Towns to be transferred to the District.
6. **Stormwater Section 319 Grant Application:** Rob Huckaby presented to the Board the Section 319 Grant Application that requires Board approval and signature for submittal. Grant application deadline is September 1, 2008. A copy of the draft grant application is made a part of these minutes as an attachment (**Attachment "A"**). Grant requires a 40% match (cash or in kind services equivalent). Rob explained that signed application does not commit the District to funding the 40% match at this time. A decision on funding can be made at a later date when it is determined if the District is successful in acquiring the grant. JR stated that he felt the District should also approach the Harrison County Community Foundation to fund part of this program. Darin Duncan commented that this is the first time the Board member's have been given the application to review and they needed time to review and provide proper comments before granting approval to sign. Other comments included revising the language in the document to cover all schools (including elementary). It was agreed that all Board members shall provide comments to Rob Huckaby within seven (7) days to allow time for submittal of the application.

A motion was made by Tony Combs, seconded by JR Eckart to allow an Officer of the Board authority to sign the Application pending revisions made as a result of Board Member comments and any revisions requested by the Board's Attorney. Motion passed 3-0 with Bill Byrd abstaining.

7. **Berkshire Pointe WWTP – Analysis of Existing Equipment at Adams Pointe (facility in Kentucky):** Bob Woosley provided an overview of the site visit made to SSK's Adams Pointe Mobile Home Park in Kentucky. The site visit was made to review the existing WWTP that SSK is offering to give to the District at no charge. SSK will delivered all tanks and equipment to the Berkshire WWTP site at no charge. Those who attended the site visit included: Darin Duncan, Gary Davis, and Steve Tolliver. The Adams Pointe WWTP consisted of five (5) individual plants tied together on one site. The plants included: three (3) 10,000 gpd, one (1) 8,000 gpd, and two (2) 25,000-30,000 gpd WWTP's for a total capacity of 90,000 gpd. The condition of all tanks was in very good condition. Steve felt that the District could utilize all tanks in some fashion and that

there was a “value” to the District in obtained these tanks from SSK. Steve estimated the value to purchase these tanks new to be between \$300-400,000. The subcommittee requested that Steve provide an analysis of the tanks and determine the feasibility of utilizing these tanks at Berkshire. David Eberenz prepared the requested analysis for Mr. Tolliver. The analysis prepared looked at various scenarios: from simply modifying one of the 10,000 gpd tanks into a surge tank to installing numerous tanks to increase capacity at the existing plant from 30,000 gpd to 90,000 gpd. Mr. Eberenz’s cost analysis is included as an attachment to these minutes (**Attachment “B”**).

The immediate needs of the District are the installation of a surge tank to comply with IDEM’s current Agreed Order at the plant. The question was asked if IDEM might allow the District out of installing the surge tank. Steve Tolliver responded that he has had discussions with IDEM and they will not allow the District out of installing the surge tank. Steve and David both agreed that in their opinion the District should install the surge tank regardless of the Agreed Order. They feel the tank will improve the overall operations and efficiency of the plant. David gave a thorough explanation of how to best utilize one of the 10,000 gallon tanks as a surge tank. Modifications would be required to convert the tank but in his opinion the cost savings to the District would be approximately \$30,000 over installing a new surge tank. David said to keep in mind that used tanks aren’t readily available and the likelihood of finding a suitable used tank isn’t high. In his opinion the tanks being offered will adequately serve the needs of the District for a surge tank.

Mr. Eberenz further explained to the District how the remaining tankage could be utilized by the District if future expansion of the plant were necessary. Again, in his opinion the tanks being offered to the District could be utilized for this application.

A lengthy discussion was held regarding the future expansion of the facility along with the idea that perhaps the District should consider using the plants elsewhere in the County when such a need arises.

It was determined that the subcommittee would meet to discuss the analysis presented and would report back to the District their recommendation for moving forward.

Next Meeting:

1. Wednesday August 20, 2008 at 8:30 am @ Harrison County Community Foundation Building.
2. Agenda Items:
 - Approval of August 20, 2008 meeting minutes
 - Assessment Policy Procedures: Subcommittee Report
 - Berkshire WWTP Subcommittee Report
 - 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)