

Harrison County Regional Sewer District

August 21, 2013 Meeting Minutes

Meeting Date: August 21, 2013
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
J.R. Eckart	Board Member
Chris Byrd	Board Attorney
Dan Lee	Board Member
Bill Byrd	Board Member (Town of Milltown)
Tony Combs	Board Member (Secretary)
Rusty Sizemore	Board Member (Town of Lanesville)*
Bob Woosley	Heritage Engineering (District's Engineer)
Rob Huckaby	Stantec
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)

Absent:

Jim Klintstiver	Board Member
Fred Cammack	Board Member (Town of Corydon)

Guests:

Herb Schneider	Town of Lanesville
Jill Saegesser	River Hills Development

**Town voting member.*

Action Items:

- 1. July 17, 2013 HCRSD Board Meeting Minutes:** *Motion made by J.R. Eckart, seconded by Gary Davis to approve the minutes. Motion approved unanimously.*
- 2. Berkshire WWTP Operations Report (July):** Steve Tolliver stated the plant is in full compliance for the month of July. Steve stated that an IDEM inspector stopped by the site and informed him that the lagoon closure appeared to be acceptable and this item will be closed out officially. Steve wanted to make Tom Tucker aware of the current status with the lagoon closure in the event he receives notification from IDEM regarding this matter. Note: the lagoon closure is not the responsibility of the District. The closure of the lagoon is the responsibility of the owners of the mobile home park. Steve was simply reporting this information to the District to make them aware of the status of this item. Steve also reported that during the month there were two (2) events of vandalism. The sludge return line was broken by bricks and other items being thrown over the fence and into the tanks. Steve spent two (2) days cleaning and making repairs. This has been reported to the Sheriff's department. Steve is going to investigate the cost for installing security cameras. Steve also notified Judy (manager of the mobile home park) to advise them of the vandalism that had occurred to make them aware. Steve further reported that during the month there were several instances of rain that did not appear to

have much of an impact on the flow to the plant. He hopes the work the mobile home park performed in the spring has had an impact on reducing the inflow and infiltration into the system. *Motion was made by Dan Lee, seconded by Rusty Sizemore to approve the July operations report. Motion approved unanimously.*

3. New Salisbury Project Update:

- a. Jill Saegesser presented the second reimbursement request to be submitted to EDA for approval. The reimbursement request is for a total of \$159,568 (which represents 50% of the funds expended). Jill informed the Board the intention is to submit a reimbursement request each month to EDA to allow funds to be reimbursed on a timely basis to allow cash flow to continue to be available for the project. *Motion was made by Gary Davis, seconded by JR Eckart to approve the following invoices along with Pay Applications:*
 - i. Heritage Engineering: \$12,168.97
 - ii. Mitchel & Stark Pay App No. 2: \$69,018.05
 - iii. Dan Cristiani Pay App No. 2: \$237,949.97
- b. Bob Woosley provided a brief update on the construction progress made to date. The following items are underway:
 - Sewer Installation:
 - All bore and jack work has been completed.
 - Gravity sewer installation is approximately 65% complete.
 - 4" Forcemain: approximately 50% complete.
 - 6" Forcemain: approximately 15% complete.
 - WWTP Improvements:
 - Work continues on preparing area for tank installation.
 - Tanks have not yet arrived on site.
 - Grating: grating was specified during bidding that covered all tanks. After discussing this item with the District's operator it was determined that grating needs to be eliminated to avoid causing difficulties during daily operational activities. Leaving grating across all areas would require the operator to continuously remove the grating for cleaning and maintenance purposes. Steve Tolliver and Heritage have met to discuss which areas need grating and which areas do not. A credit will be obtained from the Contractor for this item.

4. Stormwater Demonstration Project:

- a. Rob Huckaby provided an update on the project. Project is complete and the school is extremely satisfied with the results. Rob recommended approval of the Contractor's final pay application request (this item is covered under the Treasurer's report).
- b. Signage: It was discussed that a sign would be placed at the unit prior to Lanesville Heritage Weekend to promote the project and allow for a public relations and educational opportunity. Rob Huckaby and Bob Woosley will coordinate having a sign installed.
- c. Model: JR Eckart asked if it were possible to have a small scale model of the unit to use as an educational tool for the students. Rob stated that videos exist that can be used but he would have to check with the manufacturer regarding any models that may be available.
- d. South Central School Campus: In lieu of installing a demonstration project at the Corydon Campus it was determined that a site would be selected at the South Central School Campus. An area has been selected for a rain garden

to be installed. Rob will have a more detailed report at the next meeting to discuss this matter.

- e. HCCF Site: The District requested that contact be made with the Harrison County Community Foundation about the possible placement of a demonstration project on their property. Rob will follow up with them to discuss and report back at the next meeting.

5. Lanesville Interchange Sewer Project:

- a. **District Project:** Bob Woosley reported that all easements have now been acquired. Coordination with the Town's engineer has also taken place and a decision on the connection to the Town's system has been resolved. Final specifications are now being prepared for review.
- b. **Town of Lanesville Project:** Herb Schneider reported that the Town has now reached a verbal agreement with all property owners that require an easement on the gravity portion of their line. They are making several alignment changes to accommodate property owner requests and hope to have that completed along with signed easement documents in the coming weeks. The Town will then begin work on the remaining portion of their plans. No timeline was provided for an end date on design. Bob Woosley will follow up with the Town's Engineer (Dave Derrick) to coordinate submittals to IDEM.
- c. **County Council Update:** Tom informed the Board that he and Herb Schneider have been asked to provide an update to the Council on this project. This update will occur at the Council's next meeting on August 26, 2013.

6. Treasurers Report:

- a. Gary Davis reported that once again SSK has fallen behind on making their monthly payments for the mobile home park wastewater treatment. They are now 3 months behind. The Board instructed Chris Byrd to follow up with them regarding immediate payment on their overdue account.
- b. *A motion was made by J.R. Eckart, seconded by Rusty Sizemore to approve the July Treasurer's report. Motion approved unanimously.*
- c. *A motion was made by J.R. Eckart, seconded by Rusty Sizemore to approve the invoice payments as listed in the Treasurer's report. Motion approved unanimously.*

EDA Funds:

i. Mitchell & Stark – Pay Application No. 2	\$69,018.05
ii. Dan Cristiani Excavating – Pay Application No. 2	\$237,949.97
iii. Heritage Engineering – Construction Admin Services	\$12,168.97

District Checking Account:

iv. Harrison REMC – WWTP Electric Service	\$915.96
v. Aqua Utility Service	\$735.50
vi. Aqua Utility Service – Oper., Auto Dialer & Sludge Haul	\$3,023.60
vii. Town of Corydon – July sewer bills	\$7,619.73
viii. Fulkerson Contracting – Lanesville storm project	\$28,787.00
ix. Stantec – Lanesville School Campus Project	\$1,187.25

- 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 (July)	\$2,124.23
ii. Heritage Engineering – Projects Support (July)	\$230.00
iii. Heritage Engineering – Lanesville Interchange	\$3,625.00

7. Other Items:

- a. **Town of Lanesville Board Appointment:** The Board asked Herb Schneider if he had been officially appointed by the Town as a back up to Rusty in the event Rusty cannot attend District Board meetings. Herb said that this had not happened yet but he planned to have this completed at the Town's next meeting.
- b. **2014 Budget:** Tom Tucker presented the District's 2014 Budget request of \$45,000 to the Harrison County Council last month. The Council is expected to vote upon approval of the overall County budget before the end of September.

Next Meeting:

Regular Board Meeting: **Wed. September 18, 2013 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

JR Eckart

Towns - Lanesville (Rusty Sizemore)