

# Harrison County Regional Sewer District

## August 20, 2021 Meeting Minutes

Meeting Date: August 20, 2021  
8:30 am  
Harrison County Community Foundation building  
Corydon, IN 47112

In Attendance:

|                    |   |
|--------------------|---|
| Tom Tucker         | Board Member (President)                |
| Gary Davis         | Board Member (VP/Treasurer)             |
| Dan Lee, P.E.      | Board Member                            |
| Scott Flickner     | Board Member (Town of Corydon)          |
| Darin Duncan, P.E. | Board Member                            |
| Bill Byrd          | Board Member (Town of Milltown)         |
| Bob Woosley, P.E.  | Heritage Engineering                    |
| Chris Byrd         | Board Attorney                          |
| Steve Tolliver     | Aqua Utility Services (System Operator) |
| Eric Brady         | Aqua Utility Services (System Operator) |

Absent:

|                  |                                    |
|------------------|------------------------------------|
| Tony Combs       | Board Member (Secretary)           |
| Charlie Crawford | Board Member                       |
| Terry Schmelz    | Board Member (Town of Lanesville)* |

Guests:

*\*Town voting member. (2021 vote will belong to the Town of Lanesville)  
(Order of voting: 2021-Lanesville, 2022-Corydon, 2023 - Milltown)*

Action Items:

Note: Bill Byrd (Milltown) voted on behalf of the Towns due to the absence of Terry Schmelz.

1. **July 16, 2021 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Dan Lee, to approve the meeting minutes. Motion approved unanimously.*
2. **Berkshire WWTP & New Salisbury System:**
  - a. **Operations Report (July):** Steve Tolliver and Eric Brady presented the July operations report. The plant met all permit requirements during the month of July. *A motion was made by Darin Duncan, second by Dan Lee, to accept the July operations report. Motion approved unanimously.*
  - b. **Generator:** Steve Tolliver reported he had secured budget numbers for consideration of replacement of the generator. Steve presented the following:
    - 1) Rebuild existing generator: \$8,000

- 2) New Generator: A replacement generator sized large enough to handle the future expanded WWTP is approximately \$68,000.
- 3) Rent: Rental units can be obtained for approximately \$2,000 per month in the event of an emergency.

Steve recommended the Board hold off on purchasing a new unit and simply allow him to rent a unit if an emergency arises. The purchase of the new unit will be put on hold until the WWTP expansion project occurs. The Board was in agreement with this recommendation.

### 3. Berkshire WWTP Expansion:

- a. **Budget:** The overall project now will only consist of two (2) components: 1) Effluent FM Replacement Project and 2) WWTP Expansion Project. The Berkshire Collection System Replacement Project has been dropped from consideration. The District will no longer seek funding for improvements to the private collection system. The owners of the Mobile Home Park system will be held responsible for maintenance of their system.

|                                 |                    |
|---------------------------------|--------------------|
| Effluent FM Replacement Project | \$180,000          |
| WWTP Expansion Project          | <u>\$2,067,000</u> |
|                                 | \$2,247,000        |

- b. **Preliminary Engineering Report (PER):** The PER is being revised to show the Berkshire Mobile Home Park Collection System is no longer a part of the project. Removing this component from the PER will improve the District's chances of securing funding for the Effluent FM and WWTP Expansion Projects. Heritage Engineering will submit the revised PER by August 27, 2021.
- c. **State Revolving Fund (SRF):** The District did not score high enough during this round of funding to secure subsidized low interest funding from SRF. A major issue with the submittal was the private collection system in the mobile home park. Removing that component from the request will greatly improve the District's chances of securing funds from SRF. The next round of SRF funding will happen in July of 2022. Due to the immediate need for the Effluent FM Replacement Project to occur the District is looking at short term funding options to complete this portion of the work immediately. The District plans to approach the County for funding, if that falls thru the District may look to the Harrison County Community Foundation or local lending institutions. The Effluent FM Replacement Project is needed to allow on-going development to continue in New Salisbury. Without this project being completed IDEM may step in and put a no tap ban on the District which would shut down the on-going Kepley Fields Development.
- d. **State Water Infrastructure Funding (SWIF):** The Indiana Finance Authority (IFA) has informed the District that their PER submitted on the Berkshire system will automatically be considered for SWIF grant funding. The PER submitted at that time still included three components: 1) Effluent FM Replacement Project, 2) WWTP Expansion Project, and 3) Berkshire Collection System Replacement

Project. A decision on SWIF awards is expected on August 27<sup>th</sup> (per information listed on the State's website). Note: the Berkshire Collection System Replacement Project work is still included in the grant application. Should SWIF funds be secured for this work then this item will be re-visited by the District.

- e. **Effluent FM Replacement Project:** Bidding is underway. Bids will be opened at the September 17, 2021 Board Meeting. Bids shall be held for a minimum of 90 days to allow the District time to secure the funding needed. The District discussed adding the following work to be performed as part of this project:

*A flow meter will be added at the influent MH to record flows from the Berkshire MHP. The influent FM from the District's Star Gas Lift Station will be re-routed to connect downstream of the flow meter. This will allow for direct readings of the MHPs flows. The estimated budget for this additional work is approximately \$20k.*

- f. **County Funding:** Tom Tucker and Bob Woosley will approach the County to request funding for the Effluent FM Replacement Project (\$180,000) and the addition of the flow meter (\$20,000). Total request = \$200,000. The request to the County will not be made until the Commissioner's October meeting (after the Bid Opening date for the Project). On the outside chance the District secures SWIF funding for this work then a request to the County will not be made.
- g. **Mobile Home Park Collection System:** *A motion was made by Darin Duncan, second by Bill Byrd, to begin billing Flagship Communities (formerly SSK) based on actual flows beginning on November 1, 2021 (this would be for their October flows). Flow readings would be based on the difference between the flow meter readings at the WWTP and the Star Gas Lift Station readings. Readings will be taken in this manner until such time the new flow meter has been installed at the mobile home park. Motion approved unanimously. Note: it was discussed this letter would not be officially sent until after the August 27<sup>th</sup> SWIF funding awards have been made. The District does not anticipate receiving SWIF funds but on the outside chance funds are secured (and the Collection System work is funded via SWIF) then this item will be re-visited.*

#### 4. Treasurers Report:

- a. *Motion made by Darin Duncan, second by Bill Byrd, to approve the July Treasurer's Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Darin Duncan, to pay the following claims. Motion approved unanimously.*

##### **District Checking Account:**

|   |            |
|---|------------|
| i. Harrison REMC-WWTP electric service                        | \$1,348.54 |
| ii. Duke Energy – lift station electric service               | \$28.23    |
| iii. Town of Corydon – July sewer bills                       | \$9,967.74 |
| iv. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint. | \$5,840.42 |
| v. Lanesville Utilities – July sewer bills                    | \$604.09   |
| vi. CAN Surety  | \$147.00   |

vii. Heritage Eng. – Retainer/web site/NS Support/HydroMax \$4,302.98

Next Meeting:

Regular Board Meeting: **Friday September 17, 2021 at 8:30 am** at the Harrison County Community Foundation.

Minutes prepared by: Heritage Engineering.

**End of Minutes**

Approved by:

\_\_\_\_\_  
Tom Tucker, President

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Charlie Crawford

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Gary Davis, V.P./Treasurer

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Dan Lee, P.E.

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Tony Combs, Secretary

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Darin Duncan, P.E.

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Town Representative