

# Harrison County Regional Sewer District

## December 17, 2008 Meeting Minutes

Meeting Date: December 17, 2008  
8:30 am  
Harrison County Community Foundation  
Corydon, IN 47112

In Attendance:

Dan Lee	Board Member
Fred Cammack	Board Member (Town of Corydon)
Gary Davis	Board Member (VP/Treasurer)
Darin Duncan	Board Member (Secretary)
Bill Byrd	Board Member (Town of Milltown)*
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering
Steve Tolliver	Aqua Utilities

Absent:

Tony Combs	Board Member
Rusty Sizemore	Board Member (Town of Lanesville)
J.R. Eckart	Board Member
Tom Tucker	Board Member (President)
Rob Huckaby	Stantec

\* *Town Voting Member*

Action Items:

- 1. Approved December 3, 2008 Meeting Minutes.** *Motion made by Bill Byrd, seconded by Dan Lee to approve the minutes. Motion passed unanimously.*
- 2. Treasurers Report for October:** Gary Davis presented the Treasurer's report. *Motion made by Darin Duncan, seconded by Dan Lee to accept the Treasurer's report. Motion passed unanimously.*
- 3. Berkshire WWTP Sludge Hauling:** The cost for sludge treatment is currently \$.08 per gallon. Lanesville has offered to provide the same treatment for \$.05 per gallon. The average monthly amount of sludge removal is approximately 3,600 gallons. Lanesville's proposal will save the District approximately \$100 per month in sludge treatment fees. *A motion was made by Darin Duncan, seconded by Bill Byrd to allow the Board Attorney (Chris Byrd) to work out the details with the Town of Lanesville to allow sludge to hauling to the Lanesville WWTP. Motion included allowing an officer of the Board to sign the agreement outside of a Board's regular meeting. Motion passed unanimously.*
- 4. Berkshire WWTP Cleaning & Inspection of Sewer Line:** Steve Tolliver reported that they cleaned and tv inspected the gravity line that enters the plant. The line has a sag in the line causing water to stand. Grease was removed from the line and it appears to

flowing freely (albeit the sag) again. This line is scheduled to be replaced by the District when the New Salisbury Sewers are brought to the WWTP. It was determined that the District will continue to monitor the line and clean as needed until it is removed from service and replaced. If the New Salisbury project is delayed the District may consider replacement of the line. No further action is necessary at this time.

5. **Berkshire WWTP Flow Meter:** Steve Tolliver reported that the flow meter was calibrated within the last two weeks. The calibration is good for one year.
6. **Berkshire WWTP Operations Contract:** Steve Tolliver made a request to increase their monthly operations fees from \$2,200 to \$2,281.40. Mr. Tolliver stated that their existing contract allows for such inflationary increases. The new rates will become effective January 1, 2008. Darin Duncan voiced concern over the increase, he thought we had a two year contract agreement. Mr. Tolliver stated that they are under a two year agreement but that the agreement allows for increases.
7. **Emergency Medical Services (EMS) Building on the Hospital Medical Campus:** Bob Woosley reported that the EMS building is currently being bid by the County with bids being due this past Monday (Dec. 15<sup>th</sup>). Mr. Woosley began receiving phone calls from bidders on Friday Dec. 12<sup>th</sup> regarding the costs for connection to the District sewer lines. Mr. Woosley informed all bidders that this was the first the District had heard of the project. The District was not contacted by the engineer designing the sewer nor had the District received plans. Mr. Woosley informed all bidders that the cost for connection to the District sewer line would be \$2,800. Mr. Woosley immediately followed up with calls to the Architect and Engineer responsible for the design of the sewer line to learn more details on what was being proposed. Mr. Woosley stated disappointment that the 6" connection shown on the original sewer line construction across the Hospital site in this location was not constructed at the time of sewer line construction. Mr. Woosley informed the engineer and architect that the District does not prefer connections into manholes unless there are special circumstances (in this case the existing sewer line is approximately 25 feet deep). A deep sewer warrants a special circumstance. *A motion was made by Darin Duncan, seconded by Bill Byrd to allow the EMS building to connect into the manhole contingent upon the size of the connection being a 6" lateral, a grease trap/oil separation unit being installed, District specifications for the connection type be followed (to be provided by the District's engineering consultant, Heritage Engineering), and that all easements are recorded for the sewer lines that were previously constructed across the Hospital Medical Campus (Note: This was requested at the time of construction of the sewer lines, the Hospital has failed to follow up with the recording of the easements, Mr. Woosley followed up with Steve Taylor on Friday Dec. 12<sup>th</sup> and informed Mr. Taylor that easement are necessary. Mr. Taylor said he would have his engineer and attorney immediately record the required easements.). No connection will be allowed until all items are satisfied. This motion also included waiving the connection fee due to the County funds being used in the construction of the facility. Motion passed unanimously.*
8. **Hospital Medical Campus Sewers (Easements):** Bob Woosley contact Steve Taylor, Hospital, on Friday December 12<sup>th</sup> to ask what the status of the recording of the easements for the District's sewer lines across their campus. Mr. Taylor asked who usually performs such work? Mr. Woosley informed him that his engineer and attorney work together to create the necessary easement plats, submit them for review to the District and record. Mr. Taylor said he will have this work completed and the easements will be recorded. He asked if Mr. Woosley would contact his eningeer, Jacobi Toombs

and Lanz, and have this work completed. Mr. Woosley immediately contacted Mike Harris with Jacobi Toombs and Lanz and instructed Mr. Harris of the easement plat work that needed to be completed. Mr. Harris said he will have work completed by the middle of January.

#### 9. New Salisbury Project to serve Businesses:

- A public meeting will be held on Thursday January 29<sup>th</sup>, 2009 at the New Salisbury United Methodist Church to discuss the project and associated costs.
- The District will be submitting an application to the Harrison County Community Foundation for funding. Applications are due January 15<sup>th</sup>.
- The Board instructed Mr. Woosley to contact all those in attendance at the meeting held November 5<sup>th</sup>, 2008 and secure letters of support.
- The Board also instructed Mr. Woosley to contact Schmidt Cabinet to determine the financial commitment they are able to make towards the project's cost.

#### 10. 2009 Budget:

- **Heritage Engineering Contract Amendment:** A motion was made by Gary Davis, seconded by Tony Combs to sign a contract amendment with Heritage Engineering that will encumber the remaining funds in Accounts .02 and .03. This will allow Heritage to continue working for the District on numerous efforts. Motion passed unanimously.
- **2009 Budget:** *A motion was made by Bill Byrd, seconded by Dan Lee to accept the proposed budget (see Attachment "A" to these minutes). Motion passed unanimously.* The budget must now be presented to the County Commissioner's and Council to gain approval and secure funding. *A motion was made by Dan Lee, seconded by Bill Byrd to allow Darin Duncan and Bob Woosley to present the budget to the Commissioners at their January 5<sup>th</sup> meeting. Motion passed unanimously.* Mr. Woosley and Mr. Duncan will either present the budget or assist Mr. Tucker as necessary at the presentation.

#### 11. Other Business:

- **River Hills Development:** Bob Woosley has submitted information to Jill Saegessor regarding potential projects and the funding levels required to complete projects. Mr. Woosley is awaiting for a meeting to be set with Ms. Saegessor to discuss the District's options for funding.
- **District Website:** The Board was satisfied with the draft website. Mr. Woosley was instructed to get it set up and released to the general public. The Board would like a general email account set up as part of the website to allow residents the ability to send messages to the District. Mr. Woosley will work on getting this set up prior to the next scheduled meeting.

#### Next Meeting:

1. Wed. January 7, 2009 at 11:30 am @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

## End of Minutes

Approved By:

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Tom Tucker, President

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Tony Combs

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Darin Duncan, Secretary

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Daniel Lee

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Gary Davis, V.P./Treasurer

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JR Eckart

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Towns - Milltown (Bill Byrd)