

Harrison County Regional Sewer District

December 15, 2017 Meeting Minutes

Meeting Date: December 15, 2017
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Bill Byrd	Board Member (Town of Milltown)*
Dan Lee, P.E.	Board Member
Tony Combs	Board Member (Secretary)
Bob Woosley, P.E.	Heritage Engineering
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)

Absent:

Matt Beckman	Board Member (Town of Lanesville)
Darin Duncan, P.E.	Board Member
John Kintner	Board Member (Town of Corydon)
Jim Klintstiver	Board member
Chris Byrd	Board Attorney

**Town voting member. (2018 vote will belong to the Town of Lanesville)
(Order of voting: 2018-Lanesville, 2019-Corydon, 2020-Milltown)*

Action Items:

- 1. November 17, 2017 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Dan Lee to approve the meeting minutes. Motion approved unanimously.*
- 2. Berkshire WWTP:**
 - a. Operations Report (November):** Steve Tolliver reported the plant met all permit requirements during the month and there were no issues to report. *A motion was made by Bill Byrd, second by Tony Combs to accept the Operations Report. Motion approved unanimously.*
 - b. Sludge Processing:** Steve informed the Board he recently discovered the sludge processing fees charged by the Town of Lanesville (location of sludge disposal) have mistakenly been sent to the owner of the mobile home park instead of Steve's office. The mobile home park has been paying these charges directly to the Town of Lanesville. The HCRSD owes a credit to the Berkshire mobile home park to reimburse them for the fees that have been paid. Steve did not know how long this has been occurring but will find out and report the total dollar amount due at the next meeting. Steve assured the Board this issue regarding the incorrect billing address has been corrected and he should start receiving all future invoices for sludge processing charges.

3. **Hospital Medical Campus (Water Line Break):** Steve reported the medical campus experienced a water line break during the month of November that result in a large volume of water that did not enter the sewer system. The leak has been repaired. The Town of Corydon will issue a monthly sewer bill based on their 6 month average usage. Steve said he has spoken to his point of contact at the Hospital and they advised him they have already issued payment to the District for the actual amount of water utilized. A credit will be due to the hospital on future billing cycles.
4. **Village Inn Sanitary Sewer Connection:** Bob Woosley provided an update to the Board regarding the failed septic system at this location in New Salisbury. The Harrison County Health Department is now involved. The Health Department has sent notice to the property owner that they must connect to the sanitary sewer line that runs alongside the property (the existing on-site septic system is beyond repair). The property owner has refused to connect and has stated the HCRSD created the problem when the sanitary sewer lines were constructed. Per the Health Department, there seems to be evidence from historical photographs that indicate the system was in failure well before the HCRSD undertook their sanitary sewer project. In addition, the lateral field for this property lies on an adjoining property that is under separate ownership. Tony Combs informed the Board this matter has been turned over to the County Attorney's office in hopes of getting resolution. There is no further action needed from the Board at this time.
5. **Future Developments:**
 - a. **Blue River Services – Proposed Housing Development:** Bob Woosley informed the Board he was contacted by Sue Anne Stroud with Blue River Services (BRS) regarding a planned housing development they wish to pursue in New Salisbury. The proposed site is located immediately behind the Post Office on land owned by Missi Bush-Sawtelle. Bob is sending information to BRS and their engineer. Bob will follow up at January's meeting with more details as this project progresses.
 - b. **Kepley Fields (Thieneman Development):** Bob Woosley reported a preliminary Sketch Plat has been submitted on the 38-acre parcel on the northeast corner of State Roads 135 and 64. Name of the development is Kepley Fields. Preliminary information calls for 71 single family residential units, 6 commercial lots, and 1 multi-family lot. All lots are to be served by the District's sanitary sewer system. The Developer will be responsible for all construction costs. Bob has informed Planning and Zoning (Eric Wise) that easements will be required along some of the side and rear lot lines to allow for sewer expansion in the future. No further action is needed at this time. The next step is plan review once plans have been formally submitted.

6. Treasurers Report:

- a. *Motion made by Tony Combs, second by Dan Lee to approve the November Treasurer's Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Dan Lee to pay the following claims. Motion approved unanimously.*

District Checking Account:

- i. Harrison REMC-WWTP electric service \$1,537.66

ii. Duke Energy – lift station electric service	\$26.35
iii. Aqua Utility Services – WWTP Op. & LS Maint.	\$3,106.36
iv. Town of Corydon – Nov Sewer bills	\$5,341.52
v. Dillman, Chastain, Byrd – meeting and draft doc.	\$125.00
vi. Heritage Eng. – retainer/website/utility locates	\$895.20

7. Other Items:

a. Encumbrance of County Funds: The District has approximately \$27,000 remaining in their County Funds that need to be carried forward into 2018. Tom Tucker has signed the necessary paperwork and Gary Davis indicated it is on the Council's agenda for approval.

b. Establishment of Meeting Dates for 2018: Meetings will continue to be held on the third Friday of each month at 8:30 am at the Harrison County Community Foundation (HCCF) Building. Tom Tucker has filled out and submitted the official request form to the HCCF to reserve the room.

c. Board Member Roster: The following appointments expire at the end of 2017:

- Commissioner Appointment (with recommendation from the Economic Development Corporation): Tom Tucker
- Commissioner Appointment: Darin Duncan
- Town of Corydon: John Kintner
- Town of Lanesville: Matt Beckman
- Town of Milltown: Bill Byrd *Reappointed*

Bill Byrd stated he has been reappointed by the Town of Milltown.

Bob Woosley will reach out to the Town of Lanesville and Town of Corydon to confirm their appointments.

Regarding the Commissioner's appointments: Tom Tucker will speak to Darrell Voelker to confirm their wish to recommend Tom for reappointment. All indications are the EDC supports Tom's reappointment. As for Darin's reappointment, *a motion was made by Gary Davis, second by Bill Byrd for the District to write a letter of support for the reappointment of Darin to the Board. Motion approved unanimously.*

d. Heritage Engineering Retainer Services Contract for 2018: *A motion was made by Tony Combs, seconded by Gary Davis to approve the contract with Heritage Engineering to provide engineering support services to the District. Motion approved unanimously.*

e. Future Projects: The Board would like to move forward with the following projects in 2018:

- **Lanesville Interchange – Extension of 8" Sewer Line:** The EDC is in the process of planning for the construction of a frontage road that will connect to Areva. The District has previously reviewed schematic options for a sanitary sewer line to run along this proposed roadway. If the EDC moves forward with the planned roadway the District will likewise move forward with extending an 8" sewer line in this location.

- **Berkshire WWTP Effluent Force Main Replacement:** The effluent FM is in need of upsizing and replacement. The FM is the original FM that was a part of the original WWTP when the District took ownership. The expected growth in the system is pushing the need for this occur sooner rather than later.

Next Meeting:

Regular Board Meeting: **Friday January 19, 2018 at 8:30 am @** Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved by:

Tom Tucker, President

Jim Klinstiver, Board Member

Gary Davis, V.P./Treasurer

Dan Lee, P.E.

Tony Combs, Secretary

Darin Duncan, P.E.

Town Representative