

Harrison County Regional Sewer District

December 16, 2022

Meeting Minutes

Meeting Date: December 16, 2022

8:30 am

Harrison County Community Foundation building
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Charlie Crawford	Board Member
Bill Byrd	Board Member (Town of Milltown)
Terry Schmelz	Board Member (Town of Lanesville)
Darin Duncan, P.E.	Board Member
Steve Tolliver	Aqua Utility Services (System Operator)
Chris Byrd	Board Attorney
Aaron Tolliver	Aqua Utility Services
Bob Woosley, P.E.	Heritage Engineering

Absent:

Dave Coburn	Board Member (Town of Corydon)
Dan Lee, P.E.	Board Member
Tony Combs	Board Member (Secretary)

Guests:

None present

**Town voting member. (2022 vote will belong to the Town of Corydon)
(Order of voting: 2022-Corydon, 2023 – Milltown. 2024 - Lanesville)*

Action Items:

- 1. Executive Session:** An executive session of the Board was held prior to the start of the regular meeting. The executive session was held to discuss ongoing litigation. No action was taken during the executive session.
- 2. Town Vote:** The Town of Milltown assumed voting for this meeting due to the absence of the Town of Corydon's representative.
- 3. November 18, 2022 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Charlie Crawford, to approve the meeting minutes. Motion approved unanimously.*
- 4. Berkshire WWTP:**
 - a. WWTP Expansion Project:**
 - 1) Construction Plans:** Still awaiting IDEM approval of the final plans.

2) Funding: Rural Development United States Department of Agriculture (USDA) Funding: Bob Woosley informed the Board he continues to work with Craig McGowan (RD) on submitting the required documents into the USDA system to allow the District to be considered for funding. The PER has been submitted and is under final review by USDA. A decision on funding is expected to be received by April 2023. Rural Development funding will likely be a combination of loan and grant.

b. Memorandum of Understanding: *A motion was made by Darin Duncan, second by Gary Davis to allow Tom Tucker to sign the Memorandum of Understanding with Indiana MHC outside of the meeting contingent upon acceptance by the District's attorney(s) review and approval. Motion approved unanimously.*

c. Sludge Processing Agreement: The Town of Georgetown notified the District that effective February 1, 2023 the charge for treatment of sludge will increase from the current rate of \$0.05 per gallon to \$0.06 per gallon.

d. Operations Report (November):

1) Report: Aaron Tolliver presented the November operations report. All parameters were met for the month of November. *A motion was made by Charlie Crawford, second by Gary Davis, to accept the November operations report. Motion approved unanimously.*

2) Items/Issues Reported: Aaron Tolliver reported the following issues for the month:

- i. **Trash/Debris from Mobile Home Park:** On four consecutive days large amounts of debris (including grease) from the mobile home park caused blockages of the influent screen which resulted in the back up of flow into the system (which ultimately caused issues with the readings of the influent flow meter for the mobile home park on those days since it was submerged). Aaron stated his staff had to spend extra hours and effort removing the debris to keep the plant functioning properly.
- ii. **Conduit:** As previously discussed AUS is securing quotes to have conduit installed above ground for the UV system wiring.
- iii. **Mail Service:** Steve Tolliver voiced concern over issues he has been experiencing with the US Postal Service. For whatever reason he is not receiving regular delivery of mail causing issues with receipt of customer payment made for payment of sewer bills. Steve requested he be allowed to open a PO Box that would be utilized for payments by District customers. The Board agreed to this request. Steve will pursue this immediately.

5. Lanesville Interchange (Flow Meter at tie in point): Steve Tolliver asked Terry Schmelz if the repairs made to the flow meter had corrected the issues. Terry said yes the flow meter is now functioning properly.

6. Treasurers Report

- a. **Treasurers Report:** Gary Davis presented the Treasurer's Report. *Motion was made by Bill Byrd, second by Charlie Crawford, to approve the Treasurers Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Bill Byrd, to pay the following claims. Motion approved unanimously.*

District Checking Account:

i. Harrison REMC-WWTP electric service	\$1,595.68
ii. Duke Energy – lift station electric service	\$59.47
iii. Town of Corydon – November sewer bills	\$10,245.64
iv. Lanesville Utilities – November sewer bills	\$5,533.61
v. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$5,004.67
vi. Bose McKinney & Evans – review/prep sewer use ord.	\$8,796.50
vii. National Fire Casualty – refund deductible	\$1,408.50
viii. Heritage Eng. – Retainer/web site/other tasks	\$4,821.06
ix. Harrison County Treasurer – loan payment	\$4,150.00
x. Steve Thieneman Builders – sewer deposit refund	\$150.00

- 7. **Town of Lanesville – 4” Meter Charge:** The Ordinance that was to have been presented at today's meeting is not yet ready. The Town has not yet adopted their ordinance. Terry Schmelz expects it will be adopted in January. Once adopted the District will pass a similar ordinance which Chris Byrd is preparing and will present at a future meeting (expected to occur at the January or February Board meeting).
- 8. **Insight Eyecare (New Salisbury):** Dr. Tim Masden has requested permission to connect their business to the existing force main line located in front of his property along SR 64. He is looking to expand his building and no options other than expansion over his existing septic lateral field. There is no place on the property to relocate his lateral field. Without connection to the sewer he cannot expand his building. *A motion was made by Darin Duncan, second by Gary Davis to allow them to connect to the force main. Motion approved unanimously.*
- 9. **Contractual Services:** *A motion was made by Darin Duncan, second by Gary Davis to approve the contracts for engineering (Heritage Engineering) and legal services (CLLB Law) for 2023 services. Motion approved unanimously.*

Next Meeting:

Regular Board Meeting: **January 20, 2023 at 8:30 am** at the Harrison County Community Foundation.

Minutes prepared by: Heritage Engineering.

End of Minutes

Approved by:

Tom Tucker, President

Charlie Crawford

Gary Davis, V.P./Treasurer

Dan Lee, P.E.

Tony Combs, Secretary

Darin Duncan, P.E.

Bill Byrd, Town Representative