

Harrison County Regional Sewer District

December 20, 2024

Meeting Minutes

Meeting Date: December 20, 2024

8:30 am

Harrison County Community Foundation building
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Danny Schroeder	Board Member
Bill Byrd	Board Member (Town of Milltown)
Dave Coburn	Board Member (Town of Corydon)
Thomas Tidstrom	Board Member (Town of Lanesville)*
Dan Lee, P.E.	Board Member
Darin Duncan, P.E.	Board Member (Secretary)
Steve Tolliver Jr.	Aqua Utility Services
Chris Byrd	Board Attorney
Bob Woosley, P.E.	Heritage Engineering

Absent:

Charlie Crawford	Board Member
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Guests:

Bruce Kennedy	New Salisbury resident
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**Town voting member. (2024 vote will belong to the Town of Lanesville)
(Order of voting: 2024 – Lanesville, 2025 – Corydon, 2026 - Milltown)*

Action Items:

1. **November 15, 2024 Regular Board Meeting and December 10, 2024 Special Board Meeting Minutes:** *A motion was made by Tom Tidstrom, second by Gary Davis, to approve the November 15, 2024 Regular Board Meeting and December 10, 2024 Special Board meeting minutes. Motion approved unanimously.*
2. **Ordinance No. 2024-01 (New Salisbury Rate Ordinance):**
 - a. The ordinance was introduced at the December 10, 2024 Special Board meeting. The ordinance makes rate adjustments to the rates of the New Salisbury sewer system customers and is based on the recommendations made in the rate analysis performed by Bakertilly. Copies of the ordinance were provided to those in attendance at the meeting. *A motion was made by Tom Tidstrom, second by Danny Schroeder, to approve Ordinance No. 2024-01. Motion approved unanimously.*
 - b. Notices of the rate increase will immediately be mailed to all current New Salisbury customers (mailings will be sent out as of the day of this meeting). Certified mail with digital tracking will be utilized.

3. **Ordinance No. 2024-02 (Bond Ordinance):** This ordinance allows for the District to borrow the necessary funding for the upcoming improvements to be made and the Berkshire WWTP. Copies of this ordinance were provided to those in attendance at the meeting.
 - a. *A motion was made by Gary Davis to adopt Ordinance No. 2024-02 on first reading and Dan Lee seconds the motion. Motion approved unanimously.*
 - b. *A motion was made by Darin Duncan to suspend the rules and consider Ordinance No. 2024-02 for adoption on second reading and Danny Schroeder seconded the motion. Motion passed unanimously by all members present.*
 - c. *A motion was made by Dan Lee to adopt Ordinance No. 2024-02 on final reading and Gary Davis seconds the motion. Motion approved unanimously.*
4. **Berkshire WWTP Expansion Project:** Bob Woosley provided the following updates and report:
 - a. **The Indiana Bond Bank Bond Anticipate Note (BAN) loan closing is scheduled for January 22, 2025.** The BAN provides the construction financing needed and serves as a temporary loan until final loan closing with USDA RD at the conclusion of construction.
 - b. **Pre-Construction Meeting:** A pre-construction meeting has been scheduled for 1 pm on January 22, 2025. The meeting will take place at the HCCF Building.
 - c. **Signing of any required documents:** *A motion was made by Tom Tidstrom, second by Danny Schroeder, to allow Tom Tucker and Gary Davis to sign any necessary documents for USDA RD funding outside of a scheduled meeting. Motion approved unanimously.*
5. **Berkshire WWTP Operations Report:** Steve Tolliver Jr. presented the November operations report. All parameters were met for the month of November and everything is in compliance. *A motion was made by Dan Lee, second by Tom Tidstrom, to approve the November Operations Report. Motion approved unanimously.*
6. **Delinquent Accounts:** Chris Byrd provided a summary of demand letters sent out (demand letters are sent out when an account reaches 90 days past due, the customers is then given 10 days to provide payment or a lien is filed) as well as the status of all liens in place. *A motion was made by Darin Duncan, second by Tom Tidstrom, to change the policy and allow for all liens to be updated every 3 months in lieu of every 6 months. Motion passed unanimously.*
7. **Treasurers Report:**
 - a. **Treasurer's Report:** Gary Davis presented the Treasurer's Report. *Motion made by Darin Duncan, second by Danny Schroeder, to approve the Treasures report. Motion approved unanimously.*

- b. Claims:** *Motion made by Gary Davis, second by Tom Tidstrom, to pay the following claims. Motion approved unanimously.*

District Checking Account:

• Harrison REMC-WWTP electric service	\$1,711.93
• Duke Energy – lift station electric service	\$57.19
• Town of Corydon – November sewer bills	\$10,040.25
• Lanesville Utilities – November sewer bills	\$2,663.82
• Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$6,894.81
• Church Langton Loop & Banet – attend Board meeting etc.	\$260.00
• Alliance of Indiana Rural Water – 2025 member dues	\$240.00
• Heritage Eng. – Retainer/misc services/web site	\$10,953.39
• Steve Thieneman Builders – sewer deposit refunds	\$450.00
• Infinity Homes – sewer deposit refund	\$150.00

- 8. Board Appointments:** The Harrison County Council appointments of Gary Davis and Dan Lee expire at the end of the year along with all Town appointments. The Board agreed to write a letter of support asking for the reappointments of both Gary and Dan to the Board. Bob Woosley will draft the letter and send to Tom for submittal.
- 9. Contract Renewals:** *A motion was made by Darin Duncan, second by Tom Tidstrom, to approve the Heritage Engineering contract (Engineering Services) and CLLB contract (Legal Support Services) for 2025. Motion approved unanimously.*

Next Meeting(s):

Regular Board Meeting: **January 24, 2025 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.

Darin Duncan, P.E., Secretary

Danny Schroeder

Thomas Tidstrom, Town Representative