

Harrison County Regional Sewer District

February 18, 2022 Meeting Minutes

Meeting Date: January 21, 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
Terry Schmelz	Board Member (Town of Lanesville)
Bill Byrd	Board Member (Town of Milltown)
Steve Tolliver	Aqua Utility Services (System Operator)
Bob Woosley, P.E.	Heritage Engineering
Chris Byrd	Board Attorney
Eric Brady	Aqua Utility Services (System Operator)

Absent:

Tony Combs	Board Member (Secretary)
Scott Flickner	Board Member (Town of Corydon)*
Darin Duncan, P.E.	Board Member
Dan Lee, P.E.	Board Member

Guests:

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

Action Items:

- 1. Town Vote:** Due to the Town of Corydon's representative being absent from the meeting it was agreed upon by those Town representatives present that the Town of Milltown would become the Town voting member during this meeting.
- 2. January 21, 2022 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Charlie Crawford, to approve the meeting minutes. Motion approved unanimously.*
- 3. Berkshire WWTP Effluent FM Replacement Project:**
 - a. Construction Update:** Bob Woosley provided an update to the Board on the status of construction. Construction is underway with the tie in at the effluent pumps being completed. The contractor will now begin work on installing the 6" forcemain. It is anticipated this work will go quickly (weather dependent).

- b. Pay Application No. 1:** Bob Woosley introduced Cornell Harbison Excavating's Pay Application No.1 in the amount of \$56,476.55. *A motion was made by Gary Davis, second by Charlie Crawford to approve the payment of Pay Application No. 1 contingent upon the District securing the \$250,000 grant funds from the County. Gary stated he would contact the County Auditor to determine the next steps on the District securing the funds. Motion passed unanimously.*

4. Berkshire WWTP:

a. Expansion Project

- 1) Funding is still an issue.** The District is still trying to secure grant funding for the project. Without grant funding the average user rates would exceed \$106 per month. The District does not intend to move forward with the project if no grant funding can be secured. The District would like secure sufficient grant dollars to keep the average user rate at no more than \$75 per month (current rates are nearly \$75 per month). To keep rates at this amount would require nearly 100% grant funding for the project.
- 2) Funding and Update Meeting with IFA and IDEM officials:** A meeting was held on February 3, 2022 with Indiana Finance Authority (IFA) and IDEM officials to discuss the next steps in moving forward with the project. SRF funding has been depleted for this fiscal year. IFA officials encouraged the District to wait until next fiscal year (July 2022) to submit for funding. Our rate consultant (Scott Miller with Bakertilly) suggested the District may stand a good chance of securing subsidized funding (i.e. grant instead of loan) from IFA due to the District's high user rates. IFA officials asked if the County intended to put forth any of their ARP dollars towards this project. The District informed IFA that they have asked County officials multiple times for these funds to be utilized but the County has not yet made a decision on how they plan to spend those dollars. If the District intends to apply for IFA funding for next fiscal year they must notify the IFA in writing of their intentions by May 1, 2022.
- 3) Design:** Design of the WWTP expansion continues to proceed. It is anticipated plans will be complete by the end of March and submitted to IDEM for approval.

b. Operations Report (January):

- 1) Report:** Eric Brady presented the January operations report. The WWTP met all permit requirements during the month of January. Eric made the Board aware that yesterday's rain event caused significant flooding at the WWTP. It was noted that while the plant did receive significant infiltration which caused the plant to flood, the level in the plant remained below the top of the tankage (prior to replacement of the effluent pumps the tanks would have likely overflowed) which indicates the new pumps have had a positive impact in better handling the increased flows due to infiltration. Eric stated his staff has also seen what seems to be an increase in the rate of infiltration coming from the mobile home park. They have experienced sediment and what appears to be pieces of pipe that have managed to find their way to the headworks of the WWTP. The Board requested that these events be documented with pictures in the future. *A motion was made by*

Bill Byrd, second by Charlie Crawford, to accept the January operations report. Motion approved unanimously.

- 2) **WWTP Flow Meter Calibration:** Steve Tolliver reported the annual calibration of the flow meter has been completed.
 - 3) **Lift Station (Annual Maintenance):** Steve Tolliver advised the Board that annual maintenance of all lift stations will need to be performed before the end of the year. He wanted to make them aware he would like to have these completed in the fall and was simply providing them advance notice. He once again would like to utilize Straeffer Pumps to perform this work. The Board agreed and had took no issues with the request.
 - 4) **Lanesville Interchange Lift Station (Transducer):** Steve Tolliver informed the Board the damaged transducer has been repaired and the station is now back to normal operations.
 - 5) **WWTP Sludge:** Steve Tolliver informed the Board the waste sludge is now being sent to the Town of Georgetown's WWTP for processing (per the new agreement signed with the Town). Steve said he is working with the Town now on preparing an invoice that will be sent to the District for payment.
5. **Berkshire Pointe Mobile Home Park (Rate Challenge):** Chris Byrd reported Indiana MHK has stated to him they were never provided written notice of the proposed rate changes. Steve Tolliver informed the Board notice of the proposed rate changes were mailed to all customers on their billing statement prior to the changes taking place. Steve will provide Chris a copy of the notice that was sent out.

6. **Lanesville Interchange:**

- a. **WWTP Capacity:** A meeting was held with Town officials on January 27th to discuss the need to begin efforts immediately on a plant expansion. Tom Tucker, Terry Schmelz, Herb Schneider (Town), Dave Derrick (Town's Engineer), and Bob Woosley attended the meeting. The Town will retain Dave Derrick to being preparation of a Preliminary Engineering Report (PER) for submittal to the Indiana Finance Authority (IFA). Approval of a PER is the first step in becoming eligible for IFA funding. It is anticipated the Town will request funding from the County as well as attempt to securing IFA funding via a State Revolving Fund (SRF) loan or subsidy. The District will commit capacity fees that have been collected at the Lanesville Interchange towards the expansion. The Town will also continue to work with Darrel Voelker's office (Harrison County EDC) in hopes of securing grant funds via a READI grant. A decision on which projects will be funding via the READI program have not yet been made. It anticipated decisions on READI funds will be made in the spring of this year.

7. **Treasurers Report:**

- a. **Treasurers Report:** Gary Davis presented the Treasurer's Report. *Motion was made by Charlie Crawford, second by Bill Byrd, 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	\$1,450.66
ii. Duke Energy – lift station electric service	\$39.91
iii. Town of Corydon – January sewer bills	\$6,212.44
iv. Lanesville Utilities – January sewer bills	\$511.73
v. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$5,171.15
vi. Heritage Eng. – Retainer/web site/NS Support/WWTP	\$9,891.88
vii. IN Underground Plant Protection – 2Q Fees 2021	\$78.85
viii. IDEM – annual permit renewal	\$700.00
ix. Steve Thieneman Builders – sewer deposit refunds	\$150.00

Next Meeting:

Regular Board Meeting: **March 18, 2022 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.

Town Representative