

Harrison County Regional Sewer District

February 18, 2009 Meeting Minutes

Meeting Date: February 18, 2009
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Dan Lee	Board Member
Gary Davis	Board Member (VP/Treasurer)
Darin Duncan	Board Member (Secretary)
Bill Byrd	Board Member (Town of Milltown)
Tony Combs	Board Member
Rusty Sizemore	Board Member (Town of Lanesville)*
Chris Byrd	Board Attorney
Steve Tolliver	Aqua Utilities (WWTP Operator)
Bob Woosley	Heritage Engineering (District's Engineer)

Absent:

J.R. Eckart	Board Member
Fred Cammack	Board Member (Town of Corydon)
Rob Huckaby	Stantec

Guests:

Jill Saegesser	River Hills Development
Steve Gilliland	Harrison County Community Foundation

* *Town Voting Member*

Action Items:

- 1. Approved February 4, 2009 Meeting Minutes.** *Motion made by Gary Davis, seconded by Tony Combs to approve the minutes with the following amendment: Item 3 shall have all information that was added "subsequent" to the meeting removed from the minutes. This information shall be added to the current meetings minutes. Motion passed unanimously.* The minutes will be revised with the noted correction and signed at the next Board meeting.
- 2. Treasurer's Report for January:** Gary Davis provided the Board with the Treasurer's report for the month of January. Net District Income for the month was \$1,482.30. This income was from the Hospital and Berkshire WWTP customers. Funds were moved from the checking back to the Money Market Account leaving a balance of \$14,685.04 in Checking and \$41,220.96 in the Money Market Account.
- 3. Berkshire WWTP Operations Report for January:** Steve Tolliver (WWTP Operator) distributed copies of the January operations report. The plant had no issues and was in

compliance with all permit requirements. Average daily flow for the month was approximately 16,000 gpd.

Other items discussed regarding Berkshire:

- i. **Power Outage:** Power was briefly lost to the plant during the ice storm a few weeks ago. The operator made a site visit the day of the storm and discovered the power outage. At last month's meeting it was discussed that there was a possible overflow to the creek as a result of the power outage. Steve Tolliver provided clarification as to what actually occurred: There was a power outage at the plant which caused some issues with the Chlorine contact chamber with sludge in the tank. Since our effluent is pumped to the creek we **did not** pump any sludge to the creek due to the power outage. My reservations were if we did not react to this issue without delay we certainly would have had issues. There was some spillage around the tank itself, but is minor and cleanup was completed by staff. Since the permit does not require chlorine to be fed in the winter months we did not experience a violation (timing issue). Tom was immediate to provide me with authorization to complete the cleanup of the sludge and we did not have a reportable issue. We called B&H to remove the sludge and tried to take the material to Lanesville. Lanesville was unable to take the sludge at that time, so it was taken to the INAAP plant. As a follow-up action item, Tom had ask that I will be looking for a generator quote from vendors so we can have backup power and also, it would be good to have alarm system to notify our operators when there is an issue such as a power outage so we can respond in a prompt approach.
 - ii. **Telemetry System:** Steve explained to the Board how a telemetry system would work. The system would work from a cell signal and call when issues arise at the plant (power failure, pumps off, etc.). Steve further explained that of all the plants that his company operates only two (Berkshire included) do not have telemetry. The types of telemetry systems that Steve recommends allow anyone on the Board to watch the operations of the plant and receive notification as to any issues that arise. Steve stated that the system he recommends costs less than \$5,000 to install (including all hardware) and approximately \$20 per month thereafter for cell phone coverage expenses.
 - a. *A motion was made by Darin Duncan, seconded by Tony Combs to allow the District's operator to purchase and install a telemetry system for a not to exceed price of \$5,000. Motion passed unanimously.*
 - b. Steve will send all Board members a link to the website that will host the system to allow all members an opportunity to view the plant's daily operations as well as see when alarm conditions exist.
 - iii. **Generator:** Steve is currently working with the District's Engineer, Bob Woosley, to review options for providing a backup power source. Board members expressed a concern that they did not want to see money spent on an item that could not be used elsewhere at a later date.
4. **New Salisbury Project to serve Business:** Jill Saegesser, with River Hills, presented to the Board the various options for funding that may be available to the District. Options include:
- i. **Disaster Relief Funds:** \$95M in funding administered via the Community Development Block Grant (CDBG) program.

- a. 50% of these funds are earmarked for low to moderate income areas.
- b. No limit on the amount you can borrow (in years past there was a cap of \$600k).
- c. Requires salary survey to be completed.
- ii. **EDA Funds for a Six State Area:** \$60M in funding available.
 - a. No income requirements.
 - b. 75% Grant with a 25% Matching requirement
 - c. Sewer District is an eligible entity and can apply directly for these funds.
 - d. Funds are generally reserved for long term economic recovery.
- iii. **Stimulus Funds:**
 - a. Funds to be administered as part of the State Revolving Fund (SRF).
 - b. Current interest rate is 0%.
 - c. A survey must be completed that lists possible projects. Bob Woosley previously submitted a list to Jill that contained potential projects and cost. This list was passed along to the EDA Administrator. These projects are at least “on the list”.
 - d. Jill will forward a copy of the survey form to Bob for distribution to the Board.
 - e. These funds can be used as part of the 25% match requirement for EDA funds.

Grants/Funding Subcommittee: A subcommittee was formed consisting of Gary Davis, Bill Byrd, and Tony Combs. This committee will meet with Jill to follow up on potential funding sources. A meeting will be held next week to get the process moving.

HCCF: Steve Gilliland was in attendance to discuss with the Board the current grant request that is up for consideration by the Foundation. Steve was not in attendance to represent the opinion of his Foundation Board but to offer advice to the District and to answer any questions that the District may have for him. Items discussed:

- The District’s request of \$500k is considered a Signature Grant request (request is over \$200k). Steve reminded the Board that Signature Grants may not be determined until much later in the year. The District’s request for \$500k represents 1/3 of the total grant funds available.
- The Foundation fully supports the District’s efforts. However, the District may want to consider amending their request to fund other items that are part of the project that are less expensive: i.e. expansion of the WWTP, easement acquisition, etc.
- He reminded the Board that the Foundation is always open to requests at any time during the year. Particularly when they are asking to make a match of funding for a grant.
- He suggested that the Board always keep Jill Saegesser involved in the future as she is always on the lookout for ways to secure grant dollars.
- He suggested that in the future the Board make funding requests to the both the County and Foundation simultaneously.

5. Berkshire WWTP/ Lanesville Sludge Hauling: Rusty Sizemore informed the Board that the Town Council approved the agreement and it has been signed.

6. Hospital Sanitary Sewer Esmts: Bob Woosley reported that the Hospital’s engineer has completed the easement information. He has worked with their engineer on

revisions to the easement plat and it is now ready to be recorded. Chris Byrd shall follow up the Hospital's attorney, John Colin, to finalize recording of the easements.

7. Hospital Medical Campus Rate Ordinance: Bob Woosley distributed information pertaining for the proposed rate for a 4" meter size. The Board instructed Bob to contact Scott Miller with Umbaugh to begin the process of officially amending existing Ordinance No. HCRSD-2007-01.

8. Other Business:

- i. **Lanesville Interchange:** Bob Woosley provided information to the County Engineer's office and their design engineer regarding locations of possible sewer line crossing of the proposed Phase I roadway improvements from the interchange to Georges Hill Road. Bob recommended 24" steel casing pipes be installed at three (3) locations. Darin Duncan asked if we should also make a request to cross the frontage road near the interchange. Bob will follow up with the County Engineer and make a request for this to be added.
- ii. **Hospital Medical Office Bldg:** Tom Tucker distributed copies of a letter from the Hospital's attorney, John Colin, regarding the water meter issues. Based on the letter it appears both Ramsey and the Hospital are working towards a satisfactory solution to both parties.

Next Meeting:

- 1. Board Meeting: **Wednesday March 4, 2009 at 11:30 am @ Harrison County Community Foundation Building.**

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Tony Combs

Darin Duncan, Secretary

Daniel Lee

Gary Davis, V.P./Treasurer

JR Eckart

Towns - Lanesville (Rusty Sizemore)