

Harrison County Regional Sewer District

February 20, 2008 Meeting Minutes

Meeting Date: February 20, 2008
8:30 am
Harrison County Community Foundation Building
Foundation Way
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Darin Duncan	Board Member (Secretary)
Fred Cammack	Board Member (Town of Corydon)
Daniel Lee	Board Member
Bill Byrd	Board Member (Town of Milltown)*
Rusty Sizemore	Board Member (Town of Lanesville)
Tony Combs	Board Member
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering (RSD Consultant)

Absent: JR Eckart Board Member

Guests: Steve Tolliver Aqua Utilities

* *Town Voting Member*

Action Items:

1. **Approved February 7, 2008 Meeting Minutes.** Motion made by Bill Byrd, seconded by Gary Davis to approve the minutes. Motion passed unanimously.
2. **Resolution to Open a Bank Account at First Harrison Bank:** A motion was made by Gary Davis, seconded by Darin Duncan to allow the District to open an account at First Harrison Bank. Motion passed unanimously. Account will be set up to require two signatures on all checks. The officers (Tom Tucker, Gary Davis, & Darin Duncan) will be listed along with Tony Combs.
3. **Hospital Sewers: Punch List Items.** The District shall inform Mark Shireman (County's Representative on site) that District representatives shall be present for a final field walk to ensure that the three punch list items have been corrected. Representatives from the Town of Corydon shall also attend the meeting. Punch list items are:
 - Manhole Rim Adjustment
 - Manhole Grouting: all manholes need interior grouting performed at inlet and outlet piping.
 - Grease Trap: make necessary adjustments to the grease trap to ensure proper functioning.

4. **Hospital Medical Campus Sewers – Grease Trap Inspections:** A motion was made by Darin Duncan, seconded by Tony Combs to allow Corydon to provide Inspection for the District on the Grease Trap. Price for inspection work shall be determined at a later date. Tom Tucker was given authority to negotiate the price. Motion passed unanimously.

5. **Hospital Service Area (Rates).** Bill Byrd asked what happens if a residential customer would like to hook onto the Hospital Medical Campus sewer system, how much would they have to pay? Mr. Byrd is concerned that the rates for the hospital are artificially low. Mr. Byrd was reminded that the rates set for the hospital are based on actual costs incurred by the District. All rates that are set by the District must be based on actual costs. The Medical Campus system currently does not have a rate set for residential customers. When the system is extended to reach residential customers a rate analysis will be performed to determine the costs to the District and the impact it will have on the rates.

6. **Berkshire WWTP Update:**
 - Agreement with SSK: Chris Byrd updated that Board that he has been in contact with SSK's attorney and they agree with the final document and are ready to sign and execute the agreement. *A motion was made by Dan Lee, seconded by Gary Davis to change the effective date of the agreement from March 1, 2008 to April 1, 2008. Motion passed unanimously.* Tom Tucker signed the agreement, it will be sent to SSK immediately for final execution.
 - Insuring the WWTP: Tom Tucker received a quote from Bennett and Bennett Insurance (Pam Bennett) to insure the plant for \$200,000. Cost of coverage would be approximately \$606 annually with a \$250 deductible. This coverage will not cause an increase in the District current liability insurance coverage.
 - Hiring an Operator: The current operator at the WWTP is Astbury Water Technologies. Astbury is under a month to month contract with SSK to operate the plant. Steve Tolliver with Aqua Utilities was present and made a presentation to the Board to allow Aqua to become the operator of the plant. Mr. Tolliver advised the Board that whomever they use as an Operator he would recommend that the District be added as an Additional Insured on the Operator's Pollution Liability Insurance policy. The insurance will protect the Board from any occurrences that may cause potential harm to the environment. The Board took his draft proposal under advisement. The Board instructed Bob Woosley to contact Astbury Water Technologies to request a proposal from them to continue operating the plant for the District. If Astbury is interested their proposal shall be due on March 4th, 2008. The Board will make a decision on an operations contract at their March 5th, 2008 meeting.
 - Operating Budget: Based on preliminary quotes it appears the monthly operating budget for the WWTP will be approximately \$3,800 per month. This includes utilities, insurance, sludge hauling, and other incidentals.

7. **Update from Lynne Newlon (IDEM) allowing District to Cross County lines to provide service.** Chris Byrd provided an update from his conversation with Lynne Newlon. The RSD would need to be INVITED by Georgetown to add them to their service area. The RSD does not have the authority to, in effect, "annex" across the county line. If the town of Georgetown's incorporated boundary extends to the County line then a request by a simple majority of the town board would be sufficient to add them to the District. If the town boundary does not go to the county line, then the request must come from the Floyd County Commissioners or the township advisory board (a government entity with authority over that area). No specific public

hearing or public notice is required. All actions are then be copied to IDEM to keep them advised of changes in the District service area.

The questions were asked:

- What if the District wishes to become a customer of the Town?
- Will it be required for the Town to have a seat on the District Board?
- Chris Byrd will follow up with Lynne Newlon to get these questions answered.

8. Invoice Approvals:

Invoice No. 23 (Account No. 0167-310-3000.02) – Heritage/FMSM: \$368.60
Invoice No. 24 (Account No. 0167-310-3000.02) – Heritage/FMSM: \$1,840.00
Invoice No. 9 (Account No. 0167-310-3000.03) – Heritage/FMSM: \$2,955.50

A motion was made and seconded to approve the above referenced invoices. Motion passed unanimously.

Next Meeting:

1. Wednesday March 5, 2008 at 11:30 am @ Harrison County Community Foundation Building.
2. Agenda Items:
 - Approval of February 20, 2008 meeting minutes
 - Hospital Sewers: Punchlist Items Update
 - Berkshire WWTP
 - o Operating Contract
 - New Salisbury Sewer Project
 - Other Items

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 - Milltown (Bill Byrd)