

Harrison County Regional Sewer District

February 7, 2008 Meeting Minutes

Meeting Date: February 7, 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)
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)
Steve Hall FMSM Engineers (RSD Consultant)

Absent: JR Eckart Board Member
Fred Cammack Board Member (Town of Corydon)
Daniel Lee Board Member

Guests: Dave Eberenz Capital Engineering
Doug Cook Town of Georgetown, Clerk Treasurer
Jim Reynolds Town of Georgetown, Public Works Director
Billy Stewart Town of Georgetown, Town Councilman
Everett Pullen Town of Georgetown, Town Councilman
Jim Montgomery Town of Georgetown, Town Council Attorney

* *Town Voting Member*

Action Items:

1. **Approved January 16, 2008 Meeting Minutes.** Motion made by Tony Combs, seconded by Bill Byrd to approve the minutes. Motion passed unanimously.
2. **Berkshire WWTP Update:** The subcommittee presented a final agreement that was negotiated with SSK at a January 30, 2008 meeting between the subcommittee and SSK officials. Members of the subcommittee discussed the details of the proposed agreement. Bob Woosley acknowledged that Mr. Dave Eberenz was in attendance at the meeting to answer any technical questions the Board had regarding the independent review that Mr. Eberenz's company made of the WWTP for the District.

Details of the Final Agreement

- o SSK will pay the District \$75,000
- o Base monthly fee will be \$4,080

- \$34/month per unit
 - District's estimated monthly expenses = \$4,000
- Base monthly flow = 6,000 gpd (Manufactured Home Park based on 120 units)
- Base flow allocation increases when single family lots (R64 tract) are developed.
- WWTP Capacity is 30,000 gpd
- Flow in excess of 6,000 gpd will be charged at a higher rate. (Mobile Home site only).
 - Flow increases are allowed when single family lots are developed.
- District will not own lines in Mobile Home Park.
- Lines in single family section (R64) will be public and built per District specs.

Capital Improvements to the WWTP

1. Installation of a Flow Equalization Tank
 - a. Installation of a flow equalization tank (10,000 gal min.), blowers, controls, and a flow splitter box.
2. Re-calibration of the existing Flow Meter.
3. Renovation of the existing Chlorine Contact Tank
 - a. Renovate ex tank to include baffles, backup chlorine feed pumps, backup chlorination pumps, influent piping, new injection points for chlorine and dechlorination chemicals, scum baffling and improved provisions for sludge removal.
4. Repair Baffle Wall between the existing Aeration Basin and the Sludge Holding Tank
 - a. Utilize the existing sludge storage tank for sludge storage. Make repairs to the existing baffle wall between the aeration basin and sludge holding tank (appears to be rusted and in need of repair).

Darin Duncan made a motion to accept the proposed agreement with SSK Communities. Gary Davis seconded the motion. Motion passed unanimously.

The District instructed Chris Byrd to contact SSK and finalize the signing of the agreement. If all parties sign promptly the agreement will go into effect on March 1, 2008.

3. **2008 Budget:** Tom Tucker updated the Board on his presentation to both the Commissioner's and Council. Presentations went well and both bodies voices support of the work the District is doing and the need to continue to fund the District. The Commissioner's request was made at their January 22, 2008 meeting. The Commissioner's voted to move the request on to the Council for funding approval. The Council request was made at their January 29, 2008 meeting. No action was taken at the meeting as is generally the case the Council takes the request at the first meeting, asking questions or requesting additional information, and acts on the request at their second meeting. The Council still must vote to approve the requested funds. It is anticipated the Council will act on the request at their next scheduled meeting on February 7, 2008.

A summary of the budget presented to the Council for approval:

General Operating Budget (Account No. 0167-310-3000.02)

• Task 1. Management Support	\$32,900
• Task 2. Planning & Grant Assistance	\$11,800
• Task 3. Stormwater Guidelines & Demonstration Projects	\$12,300
• Task 4. Legal Fees	\$1,000
• Task 5. Rate Consultant Fees	\$8,800
• Task 6. Insurance	\$3,000

- **Task 7.** Miscellaneous Expenses \$5,200
\$75,000*

Projects Budget (Account No. 0167-310-3000.03)

- **Task 1.** Proposed Projects \$83,400
- **Task 2.** Legal Fees \$4,000
- **Task 3.** Rate Consultant Fees \$4,000
\$91,400**

* 2007 Budget: \$75,000

** 2007 Budget: \$50,000

4. Georgetown

Officials with the Town of Georgetown introduced themselves to the Board and made a brief presentation on the Town's plans for a future WWTP. The Town is currently in the process of moving forward with the construction of a WWTP. As of January 1, 2008 the Town Council is made up of an entire new board of elected officials. Mr. Billy Stewart, Town Council President, extended an invitation to the District Board to work together on looking at the possibility of allowing Georgetown to work with Harrison County. The District acknowledged that they would be interested in opening up discussions with the Town. It was suggested that a subcommittee be formed to allow both parties to continue discussions. The subcommittee members selected were:

District: Gary Davis – Chair
Rusty Sizemore
Darin Duncan
Bill Byrd

Town: Billy Stewart
Doug Cook
Jim Reynolds
Everett Pullen

The subcommittee will begin meeting immediately.

5. Invoice Approvals:

Invoice No. 22 (Account No. 0167-310-3000.02) – Heritage/FMSM: \$8,630.80

Invoice No. 8 (Account No. 0167-310-3000.03) – Heritage/FMSM: \$10,964.50

Invoice from Chris Byrd (Attorney Fees): \$212.50

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

Next Meeting:

1. Wednesday February 20, 2008 at 8:30 am @ Harrison County Community Foundation Building.
2. Agenda Items:
 - Approval of February 7, 2008 meeting minutes
 - 2008 Budget Approval

- Hospital Sewers: Punchlist Items
- Berkshire WWTP
 - o Status of Signed Agreement
 - o Operating Contract
 - o Operating Budget
 - o Insuring WWTP
- 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)