

Harrison County Regional Sewer District

February 15, 2019 Meeting Minutes

Meeting Date: February 15, 2019
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Charlie Crawford	Board Member
Darin Duncan, P.E.	Board Member
Dan Lee, P.E.	Board Member
Tony Combs	Board Member (Secretary)
John Kintner	Board Member (Town of Corydon)*
Bill Byrd	Board Member (Town of Milltown)
Matt Beckman	Board Member (Town of Lanesville)
Chris Byrd	Board Attorney
Bob Woosley, P.E.	Heritage Engineering
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)

Guests:

Lisa Long	Harrison County Chamber of Commerce
Steve Gilliland	Harrison County Community Foundation
Jill Saegesser	River Hills Development
Jim Heitkemper	Harrison County Commissioner
Ross Shultz	Harrison County Councilman

**Town voting member. (2019 vote will belong to the Town of Corydon)
(Order of voting: 2019-Corydon, 2020-Milltown, 2021 - Lanesville)*

Action Items:

- 1. January 18, 2019 HCRSD Board Meeting Minutes:** *Motion made by Tony Combs, second by Dan Lee to approve the meeting minutes. Motion approved unanimously.*
- 2. Berkshire WWTP & New Salisbury System:**
 - a. Operations Report (January):** Steve Tolliver reported the plant met all permit requirements during the month. *A motion was made by Dan Lee, second by Darin Duncan to accept the Operations Report. Motion approved unanimously.*
 - b. Infiltration and High Flows:** Steve mentioned that earlier this week during the multiple days of solid rain the plant experienced nearly 1 million gallons of flow thru the plant in a 24 hour period. That is the most ever recorded by the WWTP. Steve said this infiltration is all a result of the mobile home parks sewer system.
 - c. Monitoring Equipment Replacement:** Steve reminded the Board that the OmniSite monitoring equipment will need to be replaced by the end of the year. The District was notified by OmniSite late last year that due to the move to 4G wireless

technology that our current systems will become obsolete. We have four (4) units that will need to be replaced (Berkshire WWTP, Child Craft LS, Schmidt Cabinet LS, and Star Gas LS). Steve and Bob have been working with OmniSite to secure quotes for replacement equipment. Cost is \$1,395 per site, total cost is \$5,580. Steve stated he is going to reach out to other vendors on pricing before a decision is made on the purchase of this equipment from OmniSite. Steve will report back to the Board at the March meeting.

- 3. Chamber of Commerce and HCCF Presentation:** Lisa Long and Steve Gilliland made a presentation to the Board regarding housing and planning initiatives. The Chamber and Foundation both have strategic goals of providing for more housing in the County. They feel one of the obstacles to this is the availability of sanitary sewer service. Steve informed the Board of funding the HCCF has available that could be used for planning and updates to the District's plan for providing service in the County. The Board discussed this at length and determined they would submit an application to the HCCF for a planning grant to allow them to update their current District plan. *A motion was made by Darin Duncan, second by Gary Davis to proceed with making an application to the HCCF for a planning grant to allow the District to: 1) update the District's mapping to include areas with existing infrastructure showing capacity available and to include the location of Town systems and available capacity (data will include contact information as well), 2) update the District's website to include links to all mapping and other pertinent data, and 3) utilizing funding as a match for a planning grant to investigate the options for taking over the Berkshire Mobile Home Park collection system and how to best serve the area along with potential residential development growth areas adjacent to Berkshire. Motion approved unanimously.*
- 4. Berkshire Mobile Home Park Sanitary Sewer System:** Jill Saegesser presented to the Board options for grants to possibly look at taking over ownership of the private sewer system that serves the Berkshire Mobile Home Park. Jill explained that the area will likely qualify as low to moderate income which would make it eligible for an Office of Community and Rural Affairs (OCRA) grants, both planning and implementation grants. OCRA offers planning grants of \$35,000 (requires a match of \$3,889) and an implementation grant (up to \$700,000 with a 20% required match). The planning grant could be utilized to determine the most cost effective solution for the replacement or rehabilitation of the sewer system in Berkshire to eliminate the infiltration in the system. The Board instructed Bob to work with Jill on moving forward with pursuing the OCRA grant. The first step in the process will be to perform an income survey. The income survey will be used to determine if the area is low to moderate income. The income survey will be good for a total of four (4) years.
- 5. Lanesville Interchange (Research Boulevard Sanitary Sewer Extension to serve JC Moag):** Bob reported the County has awarded the construction contract at their meeting earlier this month. Construction should be underway within the next 60 days. Bob is awaiting notice of the pre-construction meeting and will attend on behalf of the District.
- 6. Milltown Sewer System:** Bill Byrd and Bob Woosley met with the Harrison County Council on Monday February 11 to request funds for the project (note: the Harrison County Commissioners previously approved sending the request for \$450,000 in funding from Harrison County to the Council for approval). The Council will vote on the request at their next meeting on February 25th. Bill and Bob will return to the Crawford County Commissioners on February 28th to learn if their request for \$50,000 in funding will be granted. The grant application for the project is due in June. All matching funds for the project must be in place at the time of application.

7. Treasurers Report:

- a. *Motion made by John Kintner, second by Darin Duncan to approve the December Treasurer’s Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Tony Combs to pay the following claims. Motion approved unanimously.*

District Checking Account:

i. Harrison REMC-WWTP electric service	\$1,503.73
ii. Duke Energy – lift station electric service	\$26.33
iii. Dillman Chastain Byrd – meeting attendance	\$150.00
iv. Town of Corydon – Jan sewer bills	\$3,661.70
v. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$4,523.20
vi. Heritage Eng. – retainer/website hosting	\$880.00
vii. IDEM – annual permit for 2019	\$700.00

- c. *Motion made by Gary Davis, second by Tony Combs to approve the invoice from Heritage Engineering in the amount of \$270.00 for County Support Services. This invoice will be forwarded to the County to be paid from the District’s County account number 30302. Motion approved unanimously.*

8. State Board of Accounts (SBOA): Gary Davis informed the Board he has finished uploading all required documentation to the SBOA’s on-line site. This should help reduce the cost of future audits performed by the State. The data uploaded includes all 2018 meeting minutes, bank reconciliations, and monthly operating fund ledgers.

Next Meeting:

Regular Board Meeting: **Friday March 15, 2019 at 8:30 am @** Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved by:

Tom Tucker, President

Charlie Crawford, Board Member

Gary Davis, V.P./Treasurer

Dan Lee, P.E.

Tony Combs, Secretary

Darin Duncan, P.E.

Town Representative