

Harrison County Regional Sewer District

February 18, 2015 Meeting Minutes

Meeting Date: February 18, 2015
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

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| Tom Tucker | Board Member (President) |
| Gary Davis | Board Member (VP/Treasurer) |
| Rusty Sizemore | Board Member (Town of Lanesville)* |
| Tony Combs | Board Member (Secretary) |
| Chris Byrd | Board Attorney |
| Steve Tolliver | Aqua Utility Services (Berkshire WWTP Operator) |
| Bob Woosley, P.E. | Heritage Engineering |

Absent:

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| Dan Lee, P.E. | Board Member |
| Darin Duncan, P.E. | Board Member |
| Bill Byrd | Board Member (Town of Milltown) |
| Fred Cammack | Board Member (Town of Corydon) |
| Herb Schneider | Town of Lanesville (Town of Lanesville) |
| Jim Klintstiver | Board Member |
| Rob Huckaby, P.E. | Stantec |

Guests:

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| Darrell Voelker | Economic Development Corporation |
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**Town voting member.*

Action Items:

1. **January 21, 2015 HCRSD Board Meeting Minutes:** *Motion made by Tony Combs, second by Rusty Sizemore to approve the meeting minutes. Motion approved unanimously.*
2. **New Salisbury Project Update:**
 - a. **EDA Close Out:** Bob Woosley reported the EDA has officially approved Change Orders 5 & 6 and hopes to provide approval of the final project close out documents soon (per email received from John Owen on February 11, 2015). EDA has not committed to a specific date for project close out approval.
3. **Berkshire WWTP:**
 - a. **Operations Report (January):** Steve provided an overview of the monthly report. Steve informed the Board of the following items of note for the month:
 - i. The plant is in full compliance.
 - ii. Water meter installation has been completed.

- iii. New belts and filters have been installed on the blowers as part of routine maintenance activities.
- iv. A key has been provided to the Property Manager of the mobile home park.
- v. The capacity shown on the MRO has been corrected to now show the plant's capacity as 60,000 gpd (it previously listed the old capacity of 30,000 gpd).

Motion made by Rusty Sizemore, second by Tony Combs to approve the December operations report. Motion approved unanimously.

- b. **Waiver of Late Fees (1615 Hwy 64 NE):** The owner of 1615 Hwy 64 NE lives in Nevada. He is a new customer and has not been receiving the monthly billings for his sanitary sewer service. Steve confirmed the property owner's bills were being sent to an incorrect address. Steve reported he now has the correct address for billing purposes. The property owner has requested the late fees charged be waived given this circumstance. *A motion was made by Tony Combs, second by Rusty Sizemore to waive the late fees to date for this address. Motion passed unanimously.*
- c. **Flow Meter:** Steve informed the Board the flow meter has a bad cell and can no longer be calibrated. He stated the flow meter needs to be replaced for the WWTP to remain in compliance (the IDEM permit requires the meter to be calibrated annually). Steve is securing quotes for a new flow meter. Note: the flow meter was not replaced as part of the WWTP improvement project. It is the original flow meter that was at the plant when the District took ownership.

4. Lanesville I-64 Interchange Sewer Project

- a. **District's Part of Project:**
 - i. **Construction:** Contractor is scheduled to resume work in the coming weeks (currently shut down due to weather). Remaining items to be completed: bore and jack under I-64, set pumps and control panel, and ground restoration efforts. Project is still scheduled for completion in late March or early April.
 - ii. **Pay Application No. 3:** *A motion was made by Rusty Sizemore, second by Tony Combs to approve Pay Application No. 3 in the amount of \$102,447.65. Motion approved unanimously.*
- b. **Lanesville's Part of Project:** Rusty Sizemore reported work will resume after the inclement weather has passed. No issues to report. Project completion is expected in April.
- c. **Future Growth/Planning Update:** Darrell Voelker discussed with the Board the potential growth opportunities and possible new developments being considered in the area.

5. Treasurers Report:

- a. *Motion made by Rusty Sizemore, second by Tony Combs to approve the January 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:

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| i. First Harrison – interest on credit line | \$279.86 |
| ii. Harrison REMC-WWTP electric service | \$1,284.84 |
| iii. Duke Energy – lift station electric service | \$26.63 |
| iv. Aqua Utility Services – Dec billing/January maintenance | \$629.38 |
| v. Aqua Utility Services – Feb WWTP operations | \$2,465.83 |
| vi. Town of Corydon – January sewer bills | \$3,172.01 |
| vii. IDEM – annual permit renewal | \$700.00 |

- c. *Motion made by Rusty Sizemore, second by Tony Combs to approve the following invoices. Motion approved unanimously.*

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| i. Heritage Engineering – Invoice No. 07030-63 | \$481.69 |
| <i>To be paid via the District's checking account.</i> | |
| ii. Heritage Engineering – Invoice No. 15008-1 | \$1,868.00 |
| <i>To be paid via the District's County Funding account.</i> | |

- d. *Motion made by Tony Combs, second by Gary Davis to approve the following invoice. Motion approved unanimously.*

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| i. Heritage Engineering – Invoice No. 12053-21 Revised | \$4,593.42 |
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- e. *Motion made by Tony Combs, second by Rusty Sizemore to approve the following invoice. Motion approved unanimously.*

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| i. Dillman, Chastain, & Byrd | \$200.00 |
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Next Meeting:

Regular Board Meeting: **Wed. March 18, 2015 at 8:30 am** @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Darin Duncan, P.E.

Tony Combs, Secretary

Dan Lee, P.E.

Gary Davis, V.P./Treasurer

Jim Klintiver

Towns – Rusty Sizemore (Lanesville)