

Harrison County Regional Sewer District

January 15, 2014 Meeting Minutes

Meeting Date: January 15, 2014
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Darin Duncan, P.E.	Board Member
Tony Combs	Board Member (Secretary)
Bill Byrd	Board Member (Town of Milltown)*
Dan Lee	Board Member
Rusty Sizemore	Board Member (Town of Lanesville)
Herb Schneider	Town of Lanesville (Town Board President) – Present for a portion of the meeting.
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering

Absent:

Fred Cammack	Board Member (Town of Corydon)
Jim Klintstiver	Board Member
Rob Huckaby	Stantec

Guests:

Jill Saegesser	River Hills Development
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**Town voting member. (Town vote moves to Milltown for 2014.)*

Action Items:

1. Board Appointments:

- a. Commissioner Appointments: Darin Duncan was appointed to the Board by the Commissioner's replacing JR Eckart. Tom Tucker was reappointed to the Board.
- b. Milltown: Bill Byrd was reappointed to the Board.

2. December 18, 2013 HCRSD Board Meeting Minutes: *Motion made by Gary Davis seconded by Dan Lee to approve the minutes with the following changes made: Item 4 – change the word “Ferris” to “Ferric”, Item 5d – change the word “Blowers” to “Pumps” in two locations. Motion approved unanimously.*

3. Berkshire WWTP:

- a. **Operations Report (December):** Steve Tolliver reported no issues at the WWTP. The plant is in full compliance with permit parameters. *Motion made by Bill Byrd seconded by Tony Combs to approve the December operations report. Motion approved unanimously.*

- b. **Phosphorus Testing:** The Board learned this week that IDEM may have changed their parameters and will NOT impose a phosphorus limit as part of the permit discharge limits currently being established for the WWTP. If this turns out to be the case the District will not be required to perform the testing discussed at last month's meeting. Steve Tolliver stated that the IDEM permit does NOT require testing for phosphorus then he will be able to return the equipment purchase along with the chemicals needed. He stated there may be a restocking fee associated with each but the cost would be minimal compared to the overall cost of the equipment. All agreed that a decision on returning the equipment and chemicals will wait until the official permit is secured.
- c. **Sludge Hauling:** Steve Tolliver notified the Board that the City of Salem has agreed to accept the District's sludge if needed. Salem will serve as a back-up in the event that Lanesville cannot accept sludge. Steve stated the fee from Salem was comparable to that charged by Lanesville.

4. New Salisbury Project Update:

- a. Jill Saegesser presented **EDA Pay Request No. 7** to the Board for approval. This request covers Dan Cristiani (\$60,515.28) and Heritage Engineering (\$4,938.81). Total reimbursement due to the District from this request is \$32,727. Jill advised the Board that as of this reimbursement request the District is approximately \$31,764 away from hitting the 90% threshold with EDA. EDA will hold the remaining 10% of their funds until the project is 100% complete and closed out. *A motion was made by Gary Davis seconded by Bill Byrd to approve the EDA Pay Request No. 7 and allow Tom Tucker to sign the request. Motion passed unanimously.*
- b. **EDA Pay Request No. 6:** This District is still awaiting receipt of their reimbursement in the amount of 96,147.
- c. **EDA Quarterly Report No. 9:** Jill presented Report No. 9 for Tom Tucker's signature. *A motion was made by Tony Combs seconded by Dan Lee to approve the report and allow Tom to sign. Motion passed unanimously.*
- d. Bob Woosley provided a brief update on the construction progress made to date. The following items are underway:

Sewer Installation (Dan Cristiani):

- All gravity and force main sewer installation is complete.
- Remaining work to complete:
 1. Child Craft lift station. Transformer needs to be set, fencing installed and site grading complete.
 2. Star Gas lift station. Substantially complete. Need to install additional stone for site, rip rap protection outside of fence along drainage channel, and pave driveway entrance (this will be performed in the spring due to weather).

WWTP Improvements (Mitchell & Stark):

- All work substantially complete per original contract.
- New pumps being installed to replace those currently on site. Contractor installed wrong size. Pumps to be installed are those as specified in the contract documents.

Change Orders:

- **WWTP (Mitchell & Stark) – Change Order No. 1 (\$24,268.38):** Bob Woosley presented Change Order No. 1 on the WWTP. This Change

Order covers those items discussed in detail at last month's meeting. Items include: new concrete pad for control building, removal of grating over bar screen, various improvements and fix ups to the existing plant tankage, and heat trace wire at the check valves. *A motion was made by Gary Davis seconded by Dan Lee to approve this Change Order contingent upon EDA acceptance and approval that these items are eligible for EDA reimbursement. Motion passed unanimously.*

- **Collection System (Dan Cristiani) – Change Order No. 2 (\$6,425.56):** Bob Woosley presented Changer Order No. 2 on the Collection System. This Change Order covers: changing pipe from SDR 26 to SDR 21 near car wash, repair concrete trailer pads, add rip rap to protect bank at Star Gas lift station, and boring the water service under SR 64. *Motion made by Tony Combs seconded by Dan Lee to approve this Change Order contingent upon EDA acceptance and approval that these items are eligible for EDA reimbursement. Motion passed unanimously.*
- **WWTP Future Change Order No. 2 (\$4,620.00):** This Change Order would allow for the installation of a new Viper System (telemetry) at the WWTP. This system would replace the existing system with a model that is the same as those being installed at each lift station. All units would then be compatible and operate more effectively. It was agreed that Bob Woosley would provide this information to Jill Saegesser, Jill will send this request to EDA to determine preliminarily if they feel this is an acceptable reimbursable item. If positive feedback is secured the District will move forward with the issuance of a Change Order.
- **Signage:** The Board instructed Bob Woosley and Steve Tolliver to draft sample signage to be placed on each of the District's facilities (WWTP and three pump stations) to notify residents who to call in the case of an emergency.

5. Stormwater Demonstration Project: This item was tabled and not discussed.

6. Lanesville Interchange Sewer Project:

- a. **Sub-committee Meeting:** Bob Woosley reported that he, Tom Tucker, and Tony Combs met with Darrel Voelker (Economic Development Corporation) after last month's meeting to discuss additional properties that may require sewer service. Bob is in process of preparing a preliminary plan showing how service will be provided to these areas. This information will be presented at February's meeting.
- b. **Town Update:**
 - i. Herb Schneider stated the Town is in the process of securing the five (5) easement plats needed. Two (2) of the five (5) have indicated they will have no issues and will be returning their signed documents. Herb is working with the remaining parcels and hopes to secure those soon. He also stated that his engineer is getting close to have final plans completed. They hope to have final plans complete by the end of January.
 - ii. Rusty Sizemore reported that the Town is now utilizing their new clarifier at the WWTP. The existing (old) clarifier is currently being rehabilitated. He hopes to have both clarifiers on line in the spring.

7. Treasurers Report:

- a. Gary Davis reported that SSK is currently two (2) months behind on payments.
- b. *A motion was made by Dan Lee seconded by Bill Byrd to approve the December Treasurer’s Report. Motion approved unanimously.*
- c. *A motion was made by Tony Combs seconded by Darin Duncan to approve the following claims. Motion passed unanimously.*

EDA Funds:

- i. Dan Cristiani Excavating – Pay Application No. 7 \$60,515.28
- ii. Heritage Engineering – Construction Admin Services \$4,938.81

District Checking Account:

- iii. Harrison REMC – WWTP Electric Service \$1,788.84
- iv. Aqua Utility Services – Jan. WWTP Operation/Dialer \$2,447.61
- v. Aqua Utility Services – Nov. service calls to WWTP \$150.00
- vi. Town of Corydon – Nov. sewer bills \$2,671.36
- vii. Ramsey Water Company – 1st Quarter admin. Fees \$73.50
- viii. US Postal Service – 2014 PO Box Rental \$124.00

- d. *A motion was made by Bill Byrd seconded by Gary Davis to approve the following invoice payments. Motion approved unanimously.*

- i. Heritage Engineering – HCRSD Support (Dec.) \$1,413.60
- ii. Heritage Engineering – Projects Support (Dec.) \$920.00
- iii. Heritage Engineering – Lanesville Interchange Project \$99.00

- e. *A motion was made by Tony Combs seconded by Gary Davis to approve the following invoice payment. Motion approved unanimously.*

- i. Dillman, Chastain, & Byrd – December time. \$350.00

Next Meeting:

Regular Board Meeting: **Wed. February 19, 2014 at 8:30 am** @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Tony Combs, Secretary

Jim Klintstiver

Daniel Lee

Gary Davis, V.P./Treasurer

Darin Duncan

Towns - Bill Byrd (Milltown)