

Harrison County Regional Sewer District

January 2, 2008 Meeting Minutes

Meeting Date: January 2, 2008
11:00 am
Commissioner's Room
Harrison County Courthouse
Corydon, IN 47112

In Attendance: Tom Tucker Board Member (President)
Gary Davis Board Member (VP/Treasurer)
Daniel Lee Board Member
Darin Duncan Board Member (Secretary)
Bill Byrd Board Member (Town of Milltown)*
Tony Combs Board Member
Chris Byrd Board Attorney
Bob Woosley Heritage Engineering (RSD Consultant)
Steve Hall FMSM Engineers (RSD Consultant)

Absent: Alan Pate Town of Palmyra
JR Eckart Board Member
Rusty Sizemore Board Member (Town of Lanesville)
Fred Cammack Board Member (Town of Corydon)

* *Town Voting Member*

Action Items:

1. **Approved December 12, 2007 Meeting Minutes.** Motion made by Gary Davis, seconded by Tony Combs to approve the minutes. Motion passed unanimously.
2. **Board Appointments:** The following appointments were made:
 - **Commissioner Appointments:**
 - Economic Development: Darin Duncan was re-appointed to the Board. Mr. Duncan was reappointed to a 4 year term (expiration date 12/31/11).
 - Commissioner Rep.: This appointment was not set to expire. The Commissioner's chose to officially reappoint Mr. Eckart to complete the remainder of his existing term (expires 12/31/09).
 - **Town Appointments (all Town appointments are for 1 year):**
 - Corydon: Not present at meeting. Mr. Woosley will contact the Town prior to the next Board Meeting to determine if Fred Cammack was reappointed or if another appointment was made. Term expires 12/31/08.

Milltown: Bill Byrd was reappointed. Term expires 12/31/08.

Lanesville: Not present at meeting. Mr. Woosley will contact the Town to determine who their appointment is for the Board. Term expires 12/31/08.

- **Subcommittees:** All existing subcommittees remained unchanged.
 - **Officers:** Tony Combs made a motion to re-appoint the current slate of officers to the same positions for 2008. Dan Lee seconded the motion. Motion passed unanimously. Officers are: Tom Tucker (President), Gary Davis (Vice Pres./Treasurer), and Darin Duncan (Secretary).
3. **Berkshire WWTP Update:** Bob Woosley provided the Board with an update of the latest draft agreement prepared between SSK Communities (owner of WWTP) and the sub-committee. A third party review is underway by Mr. Dave Eberenz of Capital Engineering. A site meeting will be held between Mr. Eberenz, Astbury Water Technologies (current WWTP operator), Mr. Woosley, and a representative from SSK Communities. The date of the site meeting has not yet been set. The site meeting will be used to make a final evaluation of the work remaining to be completed. Mr. Eberenz will then prepare a report to the Board stating his opinion of cost and the improvements needed at the plant. This information will be used to finalize the negotiations with SSK. The Board requested that this information be brought before the Board as soon as possible to allow negotiations to be finalized.
- Gary Davis requested the following changes be made to the draft agreement:
 - Item 5a, Last Sentence. Change the sentence to read: "This amount shall be paid monthly by IMCH and due on the 15th day of each month beginning February 2008."
 - Item 5b, Last Sentence. Modify sentence to state that if full cash payment is not received up front then a performance bond and letter of credit will be required.
4. **Invoices:** Approved the following invoices:
- Heritage/FMSM Inv. No. 21 – 2007 Budget: \$462.50 (Direct costs for advertisement of the Hospital Medical Campus Rate Ordinance Public Hearing.) Motion made by Gary Davis, seconded by Darin Duncan to approve the invoice. Motion passed unanimously.
 - Umbaugh Inv. No. 112889 – Projects Budget: \$1,900. (Rate Ordinance preparation.) Motion made by Tony Combs, seconded by Darin Duncan to approve the invoice. Motion passed unanimously.
 - Section 205j Grant:
 - FMSM Invoice No. 7 (\$7,226.50): Motion made by Darin Duncan, seconded by Bill Byrd to approve the invoices. Motion passed unanimously. The grant project is now 90% complete.
5. **2008 Budget:** The draft budget was reviewed. Tom Tucker suggested that the Budget be broken into two parts: Operating Budget and Project Budget. The Board's current operating budget is broken into two parts: Account Numbers 0167-310-3000.02 and 0167-310-3000.03. All agreed to Tom's suggestion and will keep the funds separated into two parts (Accounts .02 & .03). A summary of the budget presented:

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	\$25,900
• Task 4. Legal Fees	\$1,000
• Task 5. Rate Consultant Fees	\$6,000
• Task 6. Insurance	\$3,000
• Task 7. Miscellaneous Expenses	<u>\$5,200</u>
	\$85,800

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

• Task 1. Proposed Projects	\$68,600
• Task 2. Legal Fees	\$4,000
• Task 3. Rate Consultant Fees	<u>\$4,000</u>
	\$76,600

The budget will be finalized at the Board's next meeting with the goal of presenting to the Commissioner's at their January 21, 2008 meeting. Board members agreed that it will be important to explain to the Commissioner's the timeline for bringing projects on-line and when the Board anticipates being self sufficient and no longer relying on County funding. Bob Woosley will prepare a timeline and other data for presentation to the Commissioners. This information will be reviewed at the next Board meeting.

Next Meeting:

1. January 16, 2008 at 8:30 am @ Harrison County Commissioner's Room.
2. Agenda Items:
 - Approval of January 3, 2008 meeting minutes
 - 2008 Budget Review
 - Berkshire WWTP
 - 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)