

Harrison County Regional Sewer District

January 21, 2022 Meeting Minutes

Meeting Date: January 21, 2022
8:30 am
Harrison County Community Foundation building
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Scott Flickner	Board Member (Town of Corydon)
Darin Duncan, P.E.	Board Member
Gary Davis	Board Member (VP/Treasurer)
Charlie Crawford	Board Member
Dan Lee, P.E.	Board Member
Terry Schmelz	Board Member (Town of Lanesville)*
Bill Byrd	Board Member (Town of Milltown)
Steve Tolliver	Aqua Utility Services (System Operator)
Bob Woosley, P.E.	Heritage Engineering
Chris Byrd	Board Attorney
Eric Brady	Aqua Utility Services (System Operator)

Absent:

Tony Combs	Board Member (Secretary)
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Guests:

Jim Heitkemper	County Commissioner
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**Town voting member. (2022 vote will belong to the Town of Corydon)
(Order of voting: 2022-Corydon, 2023 – Milltown. 2024 - Lanesville)*

Action Items:

- 1. Board Appointments:** Charlie Crawford informed the Board the Commissioners intend to reappoint both Tom Tucker and Darin Duncan to fulfill the Commissioner's current board appointments that expired at the end of 2021.
- 2. Appointment of Officers:** *A motion was made by Darin Duncan, second by Charlie Crawford to retain the current slate of officers. Motion approved unanimously.*
- 3. December 17, 2021 HCRSD Board Meeting Minutes:** *Motion made by Dan Lee, second by Darin Duncan, to approve the meeting minutes. Motion approved unanimously.*
- 4. Berkshire WWTP Expansion Project and Effluent FM Replacement Project:**
 - a. Funding Request (County):** Baker Tilly has informed us we will need to send a copy of the \$250,000 loan agreement with the County to the Indiana Finance Authority when we apply for our final State Revolving Fund (SRF) loan that is

needed for the construction of the WWTP Expansion Project. Bob Woosley was instructed to contact the County Auditor (Chad Shireman) to secure a copy of the signed agreement.

- b. Preliminary Rate Analysis:** Baker Tilly has completed their preliminary rate analysis to determine what impact borrowing the funds needed for the Effluent FM Replacement and WWTP Expansion Project will have on the monthly user rates. Based on the \$250,000 no interest County loan and the additional \$2.1M SRF loan required the preliminary analysis indicates the need for an approximate 41% rate increase. The average rate (4,000 gpd user) would increase from \$75 to \$106 per month. This would by far be the most expensive in the region. The District has major concerns on the impact this rate increase would have on economic development activities (the concern is it would bring them to a halt). The District is hopeful that possible grant funding will become available. Two options for grant funds are READI funds and SWIF funds.

- 1) READI Funds:** This project was included in the County's approved application for READI funds. \$1M was included in the application. It has yet to be decided if the County will be awarded this amount by their team. Darrel Voelker is our point of contact for this funding. It is anticipated a decision will be made on these funds by the end of May.
- 2) State Water Infrastructure Funds (SWIF):** Per Scott Miller with Baker Tilly, SWIF funds were established to help keep rates near the State average (approximately \$75/month) when performing needed improvements that result in impacts to the rates. There is no guarantee of securing these funds nor is it known when a decision would be made on obtaining funding. Baker Tilly will assist the District in applying for SWIF funding.

5. Berkshire WWTP:

a. Operations Report (December):

- 1) Report:** Eric Brady presented the December operations report. The plant met all permit requirements during the month of December. *A motion was made by Dan Lee, second by Scott Flickner, to accept the December operations report. Motion approved unanimously.*
- 2) Generator Repair:** Steve Tolliver reported he has found someone that can make the necessary repairs and is in the process of securing a quote.
- 3) UV Parts Inventory:** Steve Tolliver reminded the Board UV disinfection season begins on April 1. Steve has compiled a list of the spare parts he would like to order to prepare for the upcoming season. Steve indicated he utilizes a company called the UV Doctor which saves the District money on parts as compared to ordering direct from Trojan (he indicated the cost is approximately 1/3 the cost of Trojan). Total cost of spare parts needed is \$378.75. *Motion made by Charlie Crawford, second by Scott Flickner, to allow Steve to proceed with ordering the spare parts needed. Motion approved unanimously.*

6. **Lanesville Interchange Lift Station:** Eric Brady reported an issue with a failed transducer that required replacement. The transducer has been replaced and the station is back to normal operations.
7. **Schmidt Cabinet Lift Station (Fence Damage):** Steve Tolliver reported damage to the fence to a vehicle accident. The District will reach out to the Sheriff's Department to obtain a copy of the accident report. This will be turned over to the District's insurance agent for repairs.
8. **Berkshire Pointe Mobile Home Park (Rate Challenge):** Chris Byrd provided a copy of the response sent to Indiana MHK (owner of mobile home park) on January 10, 2022. He has not yet received a response from Indiana MHK. The District agreed to continue to hold assessing any late charges until the next District Board meeting in February.

9. **Lanesville Interchange:**

- a. **Project Pioneer (aka Amazon) – Construction Update:** Bob Woosley reported construction is underway and the Contractor has made the connection of the sanitary sewer to the District's sewer system. Construction will continue on the remainder of the sanitary sewer lines and testing will occur in the coming weeks as progress is made.
- b. **WWTP Capacity:** A meeting is scheduled with Town officials on January 27th to discuss the need to begin efforts immediately on a plant expansion. Tom Tucker, Terry Schmelz, and Bob Woosley will attend the meeting on behalf of the District.

10. **Treasurers Report:**

- a. **Treasurers Report:** Gary Davis presented the Treasurer's Report. *Motion was made by Darin Duncan, second by Charlie Crawford, to approve the Treasurers Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Darin Duncan, to pay the following claims. Motion approved unanimously.*

District Checking Account:

i. US Postal Service – annual PO Box 266	\$204.00
ii.	
iii. Harrison REMC-WWTP electric service	\$1,548.76
iv. Duke Energy – lift station electric service	\$39.09
v. Town of Corydon – December sewer bills	\$8,163.79
vi. Lanesville Utilities – December sewer bills	\$539.13
vii. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$4,575.60
viii. Heritage Eng. – Retainer/web site/NS Support/PER	\$1,782.00
ix. IN Underground Plant Protection – 4Q Fees	\$51.30
x. Aqua Utility Services – Year End/New Year checks at TP & LS	\$2,884.81
xi. OmniSite – annual fee for monitoring auto dialers	\$1,656.00
xii. State Board of Account – Audit	\$10,649.00
xiii. Dillman, Chastain, Byrd – Legal Services	\$1,057.33

xiv. Whitus Law Office – Legal Services	\$600.00
xv. Steve Thieneman Builders – sewer deposit refunds	\$750.00
xvi. Infinity Homes – sewer deposit refunds	\$750.00

11. Legal Services (Contract Approval): A motion was made by Darin Duncan, second by Gary Davis, to retain Chris Byrd as Board Attorney and to allow Tom Tucker to sign his contract. Motion approved unanimously.

Next Meeting:

Regular Board Meeting: **Friday February 18, 2022 at 8:30 am** at the Harrison County Community Foundation.

Minutes prepared by: Heritage Engineering.

End of Minutes

Approved by:

Tom Tucker, President

Charlie Crawford

Gary Davis, V.P./Treasurer

Dan Lee, P.E.

Tony Combs, Secretary

Darin Duncan, P.E.

Town Representative