

Harrison County Regional Sewer District

July 20, 2011 Meeting Minutes

Meeting Date: July 20, 2011
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Bill Byrd	Board Member (Town of Milltown)*
Darin Duncan	Board Member (Secretary)
Gary Davis	Board Member (VP/Treasurer)
Tony Combs	Board Member
Dan Lee	Board Member
Dave Eberenz	Heritage Engineering (District's Engineer)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Rob Huckaby	Stantec

Absent:

Chris Byrd	Board Attorney
Fred Cammack	Board Member (Town of Corydon)
J.R. Eckart	Board Member
Rusty Sizemore	Board Member (Town of Lanesville) – <i>left meeting prior to adjourning</i>
Bob Woosley	Heritage Engineering (District's Engineer)

Guests:

Cassie Hauswauld	Nature Conservancy
Pete Schickel	Lanesville Resident
Kevin Shulze	Eagle Scout Project
Mrs. Shulze	Eagle Scout Project

* *Town Voting Member*

Action Items:

1. **June 15, 2011 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, seconded by Dan Lee to approve the minutes. Motion passed unanimously.*
2. **Eagle Scout Project:** Kevin Shulze (an Eagle Scout Candidate and resident of Lanesville) requested assistance from the Board to implement his Community Service Project. The Community Service Project includes three phases as follows:
 - i. Installation of medallions at all storm water inlets in Lanesville to alert the public that the storm drain flows directly to the Indian Creek watershed.
 - ii. Install door hangers on all Lanesville businesses and residents that outline actions to reduce water pollution.
 - iii. Organizing and implementing a cleanup program for Indian Creek.

Kevin requested that the HCRSD provide \$200.00 to purchase the medallions for the storm water inlets. The request was discussed and found to be commensurate with the district's mission statement. *Tony Combs made a motion to fund the medallions and Darin Duncan seconded it. The motion passed unanimously.* Kevin offered to have the HCRSD logo incorporated into the medallions. The Board stated that the HCRSD did not have a logo but would develop one and email it to Kevin at kvnschulze150@gmail.com.

3. **Section 319 Grant:** (This Agenda Item was discussed out of sequence for the benefit of Kevin and Mrs. Shultze) Rob Huckaby provided an overview of the grant application submitted to Harrison County Community Foundation. The revised grant application requests a total of \$89,500 to fund the installation of Storm Water Control Best Management Practices at Lanesville and Corydon school campuses. Rob described the components of the project and stressed that it included a strong educational element. Darin Duncan and Rob confirmed that the Lanesville and Cordon School Superintendants fully support this project. Visitors commented on the project supporting the efforts of the Board.
4. **New Salisbury EDA Grant Update:**
 - i. Dave Eberenz reported that official word has still not been received on the outcome of the grant application.
 - ii. Property owner Update letters were issued on June 17, 2011.
 - iii. Heritage is to submit final plans to Darin Duncan and Dan Lee on or before July 29, 2011.
5. **Lanesville Service Boundary and Agreement:** No report on this item as Chris Byrd was absent. This issue will be addressed at the August meeting.
6. **Berkshire WWTP:**
 - i. **Operations Report.** Steve Tolliver reviewed the June operations report. No issues reported. Plant is in compliance for the month. *A motion was made by Gary Davis, seconded by Tony Combs to approve the report. Motion passed unanimously.*
 - ii. **WWTP Tank Painting.** Bill Byrd asked Steve Tolliver about the status of and need for painting at the plant. Steve stated that they can paint at anytime but the decision to paint had been delayed until the status of the grant was determined (the Grant Project includes painting the existing wastewater treatment plant). After discussion the decision was made to delay any painting until September by which time the status of the grant should be known and there will still be decent painting weather. The Board asked Steve to provide a proposal for painting all above ground equipment and tankage.
 - iii. **Aqua Utility Services, LLC Invoice.** Darin Duncan asked if the work included in Aqua Utility Services, LLC's Invoice number 981 was actually performed in April (or was the work performed in May). Steve Tolliver will check on this and report back to the Board.
 - iv. **IDEM Permit Renewal.** The NPDES Permit Renewal Application has been submitted to IDEM. The draft permit should be issued in October or November.

7. Treasurer's Report:

- i. *A motion was made by Gary Davis, seconded by Bill Byrd, to approve the following invoices. Motion passed unanimously.*
 - a. Town of Corydon – June sewer charges \$6,116.19
 - b. Aqua Utility Services - July operating contract \$2,281.40
 - c. Aqua Utility Services – Service call \$972.81
 - d. Aqua Utility Services – Sludge hauling \$1,740.00
 - e. Harrison County REMC – Power charges \$871.79
 - f. Heritage/Stantec – Operating Budget (Acct. No. 02) \$1,683.70
- ii. Gary reported that SSK was two payments behind and that he had adjusted the posting period for sludge hauling costs to reflect the actual month in which they were incurred. Gary also reported that the District is currently operating its' WWTP at a \$3,000 deficit for the year. The majority of this deficit is related to higher than anticipated sludge disposal costs.
- iii. The Hospital has installed a flow meter on the supply water to their cooling system (water that passes through this meter is not discharged to the sewer system and the meter readings are used to adjust the sewer bill accordingly). With this meter in operation it is estimated that the District's revenues from the hospital will be reduced by approximately \$200/month, during the cooling season.
- iv. *A motion was made by Dan Lee, seconded by Darin Duncan to approve the June Treasurer's report. Motion passed unanimously.*

8. District Budget Report. Dave Eberenz provided an overview of the draft budget for the District for the remainder of 2011 (August through December) and for 2012. The draft budgets are summarized as follows:

2011 Budget (Funds Remaining August through December)

	Current <u>Balance</u>	Anticipated <u>Expenditures</u>	Anticipated Balance <u>at End of 2011</u>
Operating Budget (Account .02):	\$23,000	\$15,000	\$8,000
Projects Budget (Account .03):	\$44,000	\$44,000	\$0

2012 Budget

	Carry Over <u>Balance</u>	Anticipated <u>Expenditures</u>	Budget Request <u>Amount</u>	Anticipated Balance <u>at End of 2012</u>
Operating Budget: (Account .02)	\$8,000	\$38,500	\$30,500	\$0
Projects Budget: Account .03)	\$0	\$21,000	\$21,000	\$0

- i. **Funding for the Storm Water Demonstration Projects.** Darin Duncan suggested that the 2012 Projects Budget be modified to include funds for all or a portion of the Storm Water Demonstration Projects in the event they do not receive grant funds. Conversation ensued and consensus was reached that if the Projects do not receive grant funding, the 2012 Budget may be revised to include all or a portion of the Project Costs.

- ii. **Lanesville Interchange Planning.** Darin Duncan suggested that the 2012 Projects Budget be modified to include funding for a detailed analysis of how to provide sanitary sewer service to this area. The study should include a detailed evaluation of treatment options at Lanesville, Georgetown, a new Regional Facility or a combination of these options. It is the District's intention to have a plan in place to provide sanitary sewer service to this area to facilitate development. Heritage Engineering will develop a scope, schedule and budget for this study and present it to the District at their next meeting.
- iii. **Budget Request.** The District shall proceed with getting on the Council's Agenda to present their proposed 2012 budget and funding request.

9. Other Items:

- i. **Easement Across SSK Property.** SSK has requested a draft copy of the proposed easement across their development to the District's Wastewater Treatment Plant. The draft easement does not need to include a description at this time. However the general language must meet the requirements of the Economic Development Agency (EDA). Heritage Engineering will prepare this document and forward it to Chris Byrd and Larry Harmon (appraiser) for review.
- ii. **Letters of Support:** Board Members discussed the need for letters of support from the general public and other interested parties (i.e. Farm Bureau, Nature Conservancy, etc.) for the Storm Water Demonstration Project Grant. Consensus was reached that letters would be requested at the next meeting and presented to the HCCF as supplemental information to show support for the project.

Next Meeting:

- 1. Board Meeting: **Wed. August 17, 2011 at 8:30 am** @ Harrison County Community Foundation Building.

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)