

Harrison County Regional Sewer District

June 18, 2014 Meeting Minutes

Meeting Date: June 18, 2014
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Tony Combs	Board Member (Secretary)
Bill Byrd	Board Member (Town of Milltown)*
Darin Duncan, P.E.	Board Member
Herb Schneider	Town of Lanesville (Town of Lanesville)
Rusty Sizemore	Board Member (Town of Lanesville)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Matt Robinson	Heritage Engineering
Rob Huckaby	Stantec

Absent:

Bob Woosley	Heritage Engineering
Chris Byrd	Board Attorney
Jim Klintstiver	Board Member
Dan Lee	Board Member
Fred Cammack	Board Member (Town of Corydon)

**Town voting member.*

Action Items:

- 1. May 21, 2014 HCRSD Board Meeting Minutes:** *Motion made and seconded to approve the meeting minutes. Motion approved unanimously.*
- 2. New Salisbury Project Update:**
 - a. Construction Progress Update:** Matt stated that we are still waiting on the installation of a replacement SCADA unit (i.e. Viper System) at the Childcraft Lift Station. Once this is installed and up and working Dan Cristiani's work on Division 1 (Sanitary Sewer Improvements) will be complete. We should be able to present a final quantity balancing change order and final pay request at the next Board meeting. The Division 2 Project (Wastewater Treatment Plant Improvements Project) is complete and all retainage has been released to the contractor (Mitchell & Stark).
 - b. Connection to the New Salisbury Sewer System:** Matt stated that a "time to connect" letter had been sent out to the businesses in New Salisbury. Currently the Family Dollar Store and Schmidt Cabinet have connected. Thriftway and Childcraft are getting quotes for making their connections. The Dairy Dip is considering connecting to the system.

- c. **Connection of 7045 Corydon Junction Road:** The Board has allowed the owner (Wayne Snyder) of this 4 unit apartment building to connect to the existing 4" forcemain that runs along Corydon Junction Rd because of the building's failed septic system. The connection to the forcemain is scheduled to be made today, ahead of the County's planned paving along the roadway (this will avoid having to cut the newly placed pavement surface to make the connection). Matt will reiterate to Mr. Snyder that he is to give the Board at least a day's notice of when the rest of his system will be installed so we can inspect the lines before they are covered up. Also, discussion was held that Mr. Snyder will have to pay a connection fee once it has been established via the Sewer Use Ordinance. There is a June 26th court date set up by the Health Department to discuss the failing on-site septic system with Mr. Snyder.
- d. **New Rates:** We are ready to begin billing based on the new sewer rates. Chris has sent a letter to SSK explaining the new rates.

3. Berkshire WWTP:

- a. **Operations Report (May):** Steve Tolliver reported no issues at the WWTP. The plant is in full compliance with permit parameters. *Motion made and seconded to approve the May operations report. Motion approved unanimously.*
- b. **Operation and Maintenance (O&M) Manuals:** Matt delivered the new WWTP O&M Manuals to Steve. Because a copy of the manuals are in Heritage Engineering's project files Steve will keep his copy of the manuals at the WWTP for operator use.
- c. **Security System:** Steve has obtained pricing for the proposed security system at the WWTP. The old price for the system is still good. The Board accepted the price quote for the new security system.
- d. **Mutual Aid Agreement:** Steve discussed the need for a mutual aid agreement with other utilities such as during times of widespread power outages. He said that any fees associated with such agreements would be covered by IDEM permit fees that the Sewer District already pays. The Board decided to table this item for now.

4. Stormwater:

- a. **Oversight:** Rob stated that there is no additional information at this time.
- b. **MS4 Response:** Discussion was held as to whether the Board needed to write a letter to the Commissioners about the Sewer Boards position on this issue (i.e. the County will ultimately be responsible for storm water issues in the County). The Board will wait until the Commissioners have decided how they wish to proceed with regards to IDEM.

5. Lanesville Interchange Sewer Project:

- a. **Proposed Bidding Schedule:** It was decided to wait until after the wage hearings are held for the project before establishing firm bid dates. Lanesville will hold their hearing on July the 9th and Matt will contact the Dept. of Labor to see if the Sewer Board can hold their hearing at the same time and will find out who needs to attend the meeting (Tony Combs was appointed to be the Sewer Board's representative at the wage hearing). Matt will coordinate with the Town's engineer to set the advertising and bid dates. Because the Town's project involves more work and will likely take longer to complete, they will receive bids first (staggering the bid dates on the two parts of the project will also give contractors the ability to bid on both projects).
- b. **Town Easement Acquisition Status:** Herb reported that the Town is down to one easement and has a meeting tomorrow with this property owner. The Town will proceed with bidding while the final easement terms are being worked out.

6. Treasurers Report:

- a. SSK is still three (3) months behind on payments (March, April, and May).
- b. *Motion made and seconded to accept the May Treasurer's Report. Motion approved unanimously.*
- c. The following claims were approved:

District Checking Account:

i. First Harrison – interest on credit line	\$117.79
ii. Harrison REMC – WWTP Electric Service	\$1,317.63
iii. Duke Energy – LS Electric Service (Star Gas)	\$31.70
iv. Aqua Utility Services – June WWTP Oper./dialers/sludge	\$3,619.61
v. Aqua Utility Services – generator mtn/supplies/dialer	1,667.95
vi. Town of Corydon – May sewer bills	\$2,837.06

- d. *The following invoice payments where approved unanimously:*
 - i. Heritage Engineering – HCRSD Support (May) \$3,722.50
 - ii. Heritage Engineering – Projects Support (May) \$2,984.88
 - iii. Heritage Engineering – Lanesville Interchange Sewer \$917.50
- e. *After some discussion the following invoice payment was approved unanimously:*
 - i. H.J. Umbaugh & Associates – rate report \$10,400.00

Next Meeting:

Regular Board Meeting: **Wed. July 16, 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

Rusty Sizemore/Herb Schneider

Darin Duncan

Gary Davis, V.P./Treasurer

Towns - Bill Byrd (Milltown)