

Harrison County Regional Sewer District

March 17, 2010 Meeting Minutes

Meeting Date: March 17, 2010
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Dan Lee	Board Member
Darin Duncan	Board Member (Secretary)
Gary Davis	Board Member (VP/Treasurer)
Tony Combs	Board Member
J.R. Eckart	Board Member
Bill Byrd	Board Member (Town of Milltown)
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering (District's Engineer)
Rob Huckaby	Stantec
Steve Tolliver	Berkshire WWTP Operator

Absent:

Fred Cammack	Board Member (Town of Corydon)*
Rusty Sizemore	Board Member (Town of Lanesville)

* *Town Voting Member*

Action Items:

- 1. March 3, 2010 Meeting Minutes.** *Motion made by JR Eckart, seconded by Dan Lee to approve the minutes. Motion passed unanimously.*
- 2. New Salisbury Sanitary Sewer Project.**
 - i. EDA Grant:** The District was recently advised by Jill Saegessor (River Hills – Grant Administrator to the District) that EDA officials have recommended that that District voluntarily withdraw their application for funding. The funding commitments for the disaster funds have been made and the project did not rank highly enough to meet the disaster funding allocations being made. Regular funding via the normal public works programs (at a 50% grant rate) is currently not an option as Harrison County does not meet the unemployment criteria nor the per capita criteria at this time. The per capita income criteria is extremely close (must be below 80% of the national per capita income, Harrison County is currently at 80.19%). EDA recommends a voluntarily withdrawal of the application and applying again in the fall. Projects that received denial letters have a more difficult time securing funding on future submittals (most are not funded once a denial letter has been sent). Ms. Saegessor strongly encouraged the District to voluntarily withdraw the

application and reapply in the fall when the project will likely meet the per capita income requirement and be eligible for regular public works funding (50% grant level).

A lengthy discussion was held concerning the withdrawal of the funding. Board members were very disappointed in the EDA's decision and the request to withdraw the grant request. *After much debate, a motion was made by Gray Davis, seconded by Tony Combs to withdraw the EDA Grant Application and re-apply in the fall. Motion passed unanimously.*

- ii. **Letter to Property Owners & Partners:** A letter will be mailed immediately to all of the property owners as well as the District's Partner's on this project advising them of the status of the EDA Grant and the District's plans for moving forward. Bob Woosley will draft the letter and submit to all Board Members for review and comment. The letter will be mailed by March 19, 2010.
- iii. **Elected Officials and Interested Parties Update:** JR Eckart suggested a meeting be held with all interested parties (i.e. elected officials, economic development, planning commission, HCCF, etc.) to bring everyone up to date on the project along with the District's efforts to proceed with securing funding to allow the project to occur. A similar meeting was held in the past at the beginning of this project. All Board Members present were in agreement that an update meeting should be held. Bob Woosley will work on organizing this meeting and will secure a date to hold the meeting. Details of this meeting will be sent out to all members.

3. Stormwater Section 319 Grant Submittal Update:

- i. **Costs to submit grant application:** The fees paid for submittal of the last grant application were approximately \$3,800. Prior submittals were of similar cost. JR Eckart questioned whether the District should consider using River Hills to submit future grant applications with the thought being that River Hills generally does not charge for submittals up front, they work the cost of submittals into the grant.
- ii. **Follow up letter to Partners:** The District requested that Rob Huckaby prepare a follow up letter to all partners that showed support on the application. This letter shall also request their support on the District re-submittal. Darin Duncan shall review the letter drafter by Mr. Huckaby. A final version of the letter shall be sent to Board Members for review and comment prior to sending.
- iii. **Re-submittal of Grant:** The District decided to re-submit the grant application (due July 1, 2010). Per the meeting held with IDEM officials, parts of the previous submittal will be de-emphasized but shall remain part of the grant (i.e. educational components). The District shall also seek support from Farm Bureau.

- 4. **Berkshire WWTP Easement:** Chris Bryd presented the easement documents to the Board for review. Mr. Byrd and Mr. Woosley are currently finalizing the documentation prior to sending to SSK for review and recording. *A motion was made by Tony Combs, seconded by Darin Duncan to allow Mr. Bryd to deal directly with SSK Communities on finalizing and recording the easement documentation. Motion passed unanimously.*

5. Berkshire WWTP

- i. **Operations Report for February:** Steve Tolliver presented the operations report for the month of February. Record snow fall was recorded during the month (overall total of snow in inches for the entire month). Plant had one minor issue – flow meter malfunctioned with the transducer needing to be replaced. Repairs were made (estimated cost of \$1,100) and the meter is operating properly. The plant continues to meet all effluent requirements. *A motion was made by Darin Duncan, seconded by Tony Combs to accept the February operations report. Motion passed unanimously.*
- ii. **Grease Problems:** Mr. Tolliver advised the Board the plant continues to see a large volume of grease at the plant. Mr. Tolliver stated that the high volume of grease results in more frequent sludge removal which increases the treatment costs to the District. He suggested possible solutions of installing a grease interceptor by possibly installing a tank at the front of the plant to catch the grease prior to it entering the treatment process. The Board requested that Mr. Tolliver and Mr. Woosley work together to propose possible solutions and cost estimates. Funds remain in the initial monies paid by SSK for upgrades to the WWTP. The District also has old tanks in storage that could possibly be utilized in this process.
- iii. **Treasurer's Report:** Gary Davis presented the Treasurer's Report for the month of February. Checking account balance at the end of February was \$24,450.52. Money Market account balance is \$29,524.47. *Motion made by Dan Lee, seconded by Tony Combs to approve the Treasurer's report. Motion passed unanimously.*
- iv. **Invoice Approvals:**
 - a. **Dillman, Chastain, & Byrd (\$100).** Board attorney time for meeting in February. *Motion made by Gary Davis, seconded by Dan Lee to*
 - b. **Aqua Utility Services (\$400).** Sludge hauling costs for Berkshire WWTP operations. *Motion made by JR Eckart, seconded by Darin Duncan to approve payment. Motion passed unanimously.*
 - c. **Heritage Eng. (\$4,327.50).** Engineering support fees for February. *Motion made by Dan Lee, seconded by Gary Davis to approve payment. Motion passed unanimously.*
- v. **Lanesville Interchange Service Boundary:** Bob Woosley handed out maps showing the current service boundary. This will be discussed in greater detail at the next Board meeting.

6. Other Business:

- i. **Payment of Routine Expenses:** Discussion was held regarding allowing the Treasurer to pay routine expenses during the month prior to the once per month Board Meeting. An example being the monthly charges from the Town of Corydon for sewage treatment charges for the Hospital Medical Campus. *A motion was made by JR Eckart, seconded by Darin Duncan to allow the Treasurer to pay routine expenses outside of the District's meetings. Motion passed unanimously.*

Next Meeting:

1. Board Meeting: **Wed April 21, 2010 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 - Corydon (Fred Cammack)