

Harrison County Regional Sewer District

March 19, 2014 Meeting Minutes

Meeting Date: March 19, 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)*
Dan Lee	Board Member
Darin Duncan, P.E.	Board Member
Herb Schneider	Town of Lanesville (in place of Rusty Sizemore)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Chris Byrd	Board Attorney
Rob Huckaby	Stantec
Bob Woosley	Heritage Engineering

Absent:

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

Guests:

Jill Saegesser	River Hills Development
----------------	-------------------------

**Town voting member.*

Action Items:

- 1. February 19, 2014 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd seconded by Tony Combs to approve the minutes. Motion approved unanimously.*
- 2. Berkshire WWTP:**
 - a. Operations Report (February):** Steve Tolliver reported no issues at the WWTP. The plant is in full compliance with permit parameters. *Motion made by Darin Duncan seconded by Dan Lee to approve the February operations report. Motion approved unanimously.*
 - b. Signs Installed:** Steve reported that with the exception of the sign at the Child Craft Lift Station all emergency contact signs have been installed. Sign at Child Craft will be installed upon contractor's completion of fence installation.
 - c. UV System:** Steve reported that he will have the UV system installed within the next 2 weeks for testing and start up.

d. Phosphorus Testing: Steve reported that he has not yet found a buyer for the Ferric Chloride chemical (there are 2 drums). Steve proposed the following options if a buyer cannot be found:

- i. Send material back to the manufacturer at the expense of a re-stocking fee. Steve stated the fee is 25% (the District paid approx. \$900 for the chemicals).
- ii. Keep the chemicals in storage on site. Steve stated the chemical drums have a shelf life of several years.

A decision regarding this item was not made. Steve will continue to look for a buyer and report back at the next meeting.

3. New Salisbury Project Update:

- a. **Pay Requests:** There were no Contractor Pay Requests this month.
- b. Bob Woosley provided a brief update on the construction progress made to date. The following items are underway:

Sewer Installation (Dan Cristiani):

- Remaining work to complete:
 1. Child Craft lift station. Fencing being installed later this week. All other work complete.
 2. Erosion Control items per IDEM site audit will be addressed by the stated deadline (end of this month).
 3. Miscellaneous items: transducers at each lift station being replaced, oil in blowers being installed to allow for testing, flow meters being adjusted for testing.
 4. A final punch list and substantial completion walk through will be held later this month.

WWTP Improvements (Mitchel & Stark):

- All work including change order items complete.
- Contractor currently finishing painting of handrails on old plant.
- One of the new blowers installed was faulty and being replaced.
- A final punch list and substantial completion walk through will be held later this month.

- c. **EDA Approval on Change Orders:** Jill Saeggeser informed the Board that she is still awaiting final EDA approval on Mitchel and Stark Change Orders No. 1 & 2 and Dan Cristiani Change Order No. 1. She was told by John Owen (EDA) that they are in the process of being approved. Awaiting final paperwork.
- d. **Quarterly Report:** Jill will have the report ready at the next meeting.
- e. **Letter to Property Owners:** The Board instructed Bob Woosley to prepare an update letter to the property owners advising them of the status of the project and advise property owners on how to properly abandon septic tanks. Bob will prepare a draft and distribute to Board members for approval.

4. New Salisbury Rate Ordinance: Chris Byrd held the first reading to introduce the rate ordinance. Numerous revisions to the Ordinance were discussed. *A motion was made by Darin Duncan seconded by Dan Lee to set a public hearing for April 16, 2014 at 8:30 am for the rate ordinance. Motion passed unanimously.*

5. Stormwater Demonstration Project: Rob Huckaby provided an update to the plans for the work to be performed at the South Central School Campus. Rob stated the original

budget for all work (South Harrison Campus and Lanesville Campus) was \$89,500. There is approximately \$8,181 remaining for the construction of the improvements at the South Harrison Campus. Rob asked that he be allowed to issue a change order with Fulkerson Contracting (they performed the work at Lanesville) for the proposed rain garden work at South Harrison. *A motion was made by Bill Byrd seconded by Darin Duncan to issue a change order with Fulkerson Contractor for the addition of a rain garden at South Harrison's campus. Motion approved unanimously.*

6. **MS4:** Rob Huckaby will forward a copy of the letter sent to Harrison County officials from IDEM that stated the County "may" be designated as an MS4 Community.

7. **Lanesville Interchange Sewer Project:**

a. **Town Update:**

- i. Herb Schneider reported that the Town's sewer plans are complete and ready for submittal to IDEM. Bob Woosley will follow up with the Town's engineer to submit these both sets of plans (Town's and District's) to IDEM immediately.
- ii. Herb reported that the Town is still working to secure the necessary easements.

8. **Treasurers Report:**

- a. SSK is currently two (2) months behind on payments (February & March).
- b. *A motion was made by Tony Combs seconded by Dan Lee to approve the February Treasurer's Report. Motion approved unanimously.*
- c. *A motion was made by Gary Davis seconded by Bill Byrd to approve the following claims. Motion passed unanimously.*

EDA Funds:

- i. Heritage Engineering – Construction Admin Services \$1,755.03

District Checking Account:

- ii. Harrison REMC – WWTP Electric Service \$1,589.82
- iii. Duke Energy – LS Electric Service (Star Gas, Schmidt) \$17.87
- iv. Aqua Utility Services – Mar. WWTP Operation \$2,447.61
- v. Aqua Utility Services – Signage \$88.59
- vi. Aqua Utility Services – Feb. auto dialer \$23.00
- vii. Town of Corydon – Feb. sewer bills \$3,112.45
- viii. Stantec – stormwater project \$1,187.25

- d. *A motion was made by Gary Davis seconded by Tony Combs to approve the following invoice payments. Motion approved unanimously.*

- i. Heritage Engineering – HCRSD Support (Feb.) \$3,540.00
- ii. Heritage Engineering – Projects Support (Feb.) \$2,627.50
- iii. Heritage Engineering – Lanesville Interchange Sewer \$165.00

- e. *A motion was made by Tony Combs seconded by Darin Duncan to approve the following invoice payments. Motion approved unanimously.*

- i. Dillman, Chastain, & Byrd – attendance at meetings \$100.00

- 9. District Plan:** Bob Woosley reported the District Plan was submitted and has been approved by IDEM. The Board instructed Bob to attend a future Commissioner's meeting to present this plan to them as a general update.

Next Meeting:

Regular Board Meeting: **Wed. April 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

Jim Klinstiver

Daniel Lee

Gary Davis, V.P./Treasurer

Darin Duncan

Towns - Bill Byrd (Milltown)