

Harrison County Regional Sewer District

March 21, 2012 Meeting Minutes

Meeting Date: March 21, 2012
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Bill Byrd	Board Member (Town of Milltown)
Gary Davis	Board Member (VP/Treasurer)
J.R. Eckart	Board Member
Tony Combs	Board Member (Left meeting at approximately 8:45 am)
Dan Lee	Board Member
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering (District's Engineer)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)

Absent:

Fred Cammack	Board Member (Town of Corydon)*
Jim Klintiver	Board Member
Rusty Sizemore	Board Member (Town of Lanesville)
Rob Huckaby	Stantec

Guests:

Jill Saegesser	River Hills Development (EDA Grant Administrator)
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* *Town Voting Member*

Action Items:

- 1. February 15, 2012 HCRSD Board Meeting Minutes:** A revision was made to these minutes. Item 5g, last sentence, added the word "records" after the word "District's". Sentence now reads: "SBOA stated they wish all District's records were as organized as Harrison County." *Motion made by Gary Davis to approve the minutes as amended, seconded by Tony Combs. Motion passed unanimously.*
- 2. February 29, 2012 HCRSD Board Meeting Minutes:** *Motion made by Gary Davis, seconded by Dan Lee to approve the minutes. Motion passed unanimously.*
- 3. Berkshire WWTP Operations Report.**
 - a. Operations Report (February):** Steve Tolliver presented the February 2012 Operations Report and reported the WWTP continues to meet permit requirements. Alarm system was recently triggered due to thunderstorm events, system functioned as designed with no interruption to service. *Motion made by JR Eckart, seconded by Dan Lee to approve the February Operations Report. Motion passed unanimously.*

4. New Salisbury EDA Grant Update:

a. Engineering Design for WWTP: Review plans shall be submitted to Dan Lee and Tony Combs. Bob Woosley stated that 30% plans would be submitted to them prior to the April Board Meeting.

b. EDA Grant Administration: Jill Saegesser reminded the Board that she will be preparing updates to EDA on the project progress. Additionally she will be responsible for sending all plans, specs, and easement documentation to EDA when completed. Jill will work with Bob Woosley and Chris Byrd on compiling all required information for submittal. Anticipated schedule of upcoming activities:

- i. Secure Easements: March 31, 2012
- ii. Record Easements: April 6, 2012
- iii. Prepare Easement Metes/Bounds/Mapping for EDA: April 13
- iv. Submit Easement Documentation to EDA: April 30, 2012

c. Easement Acquisition: Easement acquisition is substantially complete. Numerous easements are still out awaiting return from owners with signatures. At this point there are three (3) property owners that are proving to be the most difficult: Indiana MHC, R64, and Missi Bush-Sawtelle.

- i. **Indiana MHC and R64** are both owned by the same group of individuals. These individuals are the owners of the mobile home park (aka SSK). The District's current agreement with them requires that they grant easements as needed to the District. Chris Byrd is working via their attorney trying to secure the required signatures on the easement plats. To date this has been a slow process as they have continued to be non-responsive. A certified letter was recently mailed to them in an attempt to gain closure. They have until March 25th to respond to the letter.
- ii. **Missi Bush-Sawtelle** owns properties associated with Bush Trucking. She has proven to be difficult to schedule meeting times. She has not yet decided if she will sign the easement agreement. Board members asked if there are options for changing the alignment to avoid her property. Bob Woosley stated yes, the alignment of the sewer can be modified to avoid her property and eliminate the need for easements. The preferred alignment is to keep the alignment as designed, however if necessary it can be re-designed to avoid her property. A motion was made by JR Eckart, seconded by Gary Davis to allow the alignment to be re-designed to avoid her properties if needed if she refuses to grant the necessary easements. A decision on her easements is needed by March 31, 2012. Motion passed unanimously.

5. Treasurer's Report:

- a. *A motion was made by Gary Davis, seconded by Dan Lee, to approve the following invoices. Motion passed unanimously.*

Town of Corydon – February sewer charges	\$4,629.67
Aqua Utility Services – Feb WWTP operating contract	\$2,349.84*
Harrison County REMC – Power charges	\$975.67
Aqua Utility Services – Sludge Hauling	\$632.00
Heritage Engineering – Easement Revisions to Plans	\$3,500.00

**Aqua Utility Service's fee increased by 3% effective Jan. 1, 2012.*

- b. *A motion was made by Gary Davis, seconded by JR Eckart to approve Heritage Engineering's invoice in the amount of \$1,740.30. This amount will be charged to the District's Operating Budget. Motion passed unanimously.*
- c. *A motion was made by JR Eckart, seconded by Gary Davis to approve Dillman, Chastain and Byrd's invoices in the amount of \$330.49 for meetings. Motion passed unanimously. This amount will be charged to the District's Operating Budget.*
- d. *A motion was made by Gary Davis, seconded by JR Eckart to approve Heritage Engineering's invoice in the amount of \$9,047.50. This amount will be charged to the District's Project's Budget. Motion passed unanimously. This entire invoice was for easement acquisition and is eligible for reimbursement via the EDA Grant for the New Salisbury Project (if sufficient funds remain at the end of the project).*
- e. *A motion was made by JR Eckart, seconded by Dan Lee to approve the February Treasurer's report. Motion passed unanimously.*

6. Other Business:

- a. **Lanesville Interchange Service:** Tom Tucker and Bob Woosley are still working to secure a meeting with the Town. Rusty Sizemore is working on setting up this meeting.
- b. **WWTP Tanks:** Bob Woosley presented options to the Board for the use of the six (6) old tanks currently being storage at the Harrison County Solid Waste Facility in Corydon. Mr. Woosley recommended that the District retain the smallest of the six tanks to utilize in the reconstruction of the existing chlorine contact/post aeration tank at the Berkshire WWTP. After a lengthy discussion regarding the pros and cons of utilizing the remaining tanks the following motion was made:

A motion was made by Gary Davis, seconded by Dan Lee to allow the Harrison County Solid Waste District to dispose of the five (5) largest tanks at their discretion and for the District to retain possession of the smallest tank. Motion passed 3-1 with Gary Davis, Tom Tucker, Dan Lee voting in favor and JR Eckart voting against.

- c. Board Officer Appointment:** *A motion was made by Gary Davis, seconded by JR Eckart to appoint Tony Combs as Secretary of the Board. This position was previously held by Darin Duncan but was vacated at the end of 2011. Motion passed unanimously.*

Next Meeting:

Regular Board Meeting: **Wed. April 18, 2012 at 8:30 am** @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Tony Combs

Jim Klinstiver

Daniel Lee

Gary Davis, V.P./Treasurer

JR Eckart

Towns - Corydon (Fred Cammack)