

Harrison County Regional Sewer District

March 16, 2018 Meeting Minutes

Meeting Date: March 16, 2018
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Dan Lee, P.E.	Board Member
Tony Combs	Board Member (Secretary)
Matt Beckman	Board Member (Town of Lanesville)*
John Kintner	Board Member (Town of Corydon)
Bill Byrd	Board Member (Town of Milltown)
Jim Klintstiver	Board member
Chris Byrd	Board Attorney
Bob Woosley, P.E.	Heritage Engineering
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)

Absent:

Darin Duncan, P.E. Board Member

Guests:

Kevin Zurschmiede	Developer
Tammy Moore	Keller-Williams Realty
Lauri Dunaway	Keller-Williams Realty

**Town voting member. (2018 vote will belong to the Town of Lanesville)
(Order of voting: 2018-Lanesville, 2019-Corydon, 2020-Milltown)*

Action Items:

- 1. March 16, 2018 HCRSD Board Meeting Minutes:** *Motion made by Dan Lee, second by Tony Combs to approve the meeting minutes. Motion approved unanimously. (Note: John Kintner signed the minutes on behalf of the Towns vote. Matt Beckman was late arriving to the meeting.)*
- 2. Berkshire WWTP:**
 - a. Operations Report (February):** Steve Tolliver reported the plant met all permit requirements during the month. Plant was at 98% capacity due to excessive rain and flooding throughout the month. Steve reported the Flow Meter at the WWTP had its annual calibration performed during the month of February. *A motion was made by Gary Davis, second by Matt Beckman to accept the Operations Report. Motion approved unanimously.*
 - b. Infiltration from Mobile Home Park:** Steve reported he compared the flow readings at the WWTP to the water records and flow meter readings at each lift station.

- Approximately 991,000 gallons of excess flow recorded during the month of February due to inflow and infiltration. Approximately 82% of I&I is attributed to the Berkshire Mobile Home Park.
 - i. Child Craft Lift Station: did not contribute to flow
 - ii. Star Gas Lift Station: did not contribute to flow
 - iii. Schmidt Lift Station: 178,000 gallons
 - iv. Berkshire Mobile Home Park: 813,000 gallons
- Mobile Home Park sewer system is private and not controlled by the District. It was discussed a possible solution is to install a flow meter and begin charging the Berkshire based on actual flow (in lieu of water meter readings). Bob Woosley and Steve Tolliver to look at flow meter cost and options.

- c. **Sludge Processing (Town of Lanesville):** Steve Tolliver reported Berkshire paid the Town \$1,925 for sludge disposal. Berkshire was erroneously charged by the Town for this service. The fee should have been paid by the District. *A motion was made by Tony Combs, second by Dan Lee to issue a refund to Berkshire in the amount of \$1,925.00. Motion approved unanimously.*

3. **Child Craft Lift Station:** Steve Tolliver reported the lift station suffered an electrical surge similar to that experienced in the past. The motor saver that was installed after the last episode performed well and saved the motor, resulting in no further damage other than the loss of the motor saver. Steve ordered a replacement motor saver that has since been installed. Station is now functioning properly.
- a. Steve asked for permission to order a spare motor saver due to time it takes to receive one (said cost is less than \$200). All agreed to allow Steve to proceed with ordering a spare motor saver.
 - b. REMC has acknowledged an issue with the power feed. They are currently reviewing to determine next steps to correct. Steve stated he will stay in contact with them to get this resolved.
 - c. Dan Lee asked if the District should consider making a claim for cost reimbursement to the REMC. He said they are supposed to provide us with "clean" power.

4. **2018 Project Initiatives:**

- a. **Lanesville Interchange Frontage Road Sewer Extension:** Bob Woosley provided a general update. County has retained StructurePoint to design new roadway and sewer line. Bob attended meeting with County Engineer (Kevin Russel), Darrel Voelker (EDC), and StructurePoint on 02/21/18 to discuss sewer line design criteria.
- b. **Berkshire WWTP Effluent Line Upgrade and Replacement:** Bob Woosley will meet with the owners of the mobile home park property to discuss replacement and location of force main line. Current plan is place new line in the existing easement that contains the existing force main line. District is open to working with the owners to move line to new location if needed. Bob will provide update at the next meeting.

5. Treasurers Report:

- a. *Motion made by Tony Combs, second by Matt Beckman to approve the February Treasurer’s Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Matt Beckman to pay the following claims. Motion approved unanimously.*

District Checking Account:

i. Harrison REMC-WWTP electric service	\$1,562.75
ii. Duke Energy – lift station electric service	\$26.31
iii. Aqua Utility Services* – WWTP Op. & LS Maint.	\$3,819.37
iv. Town of Corydon – Feb Sewer bills	\$3,765.34
v. Heritage Eng. – retainer/website hosting	\$890.45
vi. IRSDA – annual membership	\$50.00

- c. *Motion made by Gary Davis, second by Tony Combs to pay the following claim (this claim to be paid from the District’s County funds, account no. 3032): Heritage Engineering \$580.00. Motion approved unanimously. This claim was for work performed as part of the District Long Range Plan Update.*

Next Meeting:

Regular Board Meeting: **Friday April 20, 2018 at 8:30 am @ Harrison County Community Foundation Building.**

Minutes prepared by: Heritage Engineering

End of Minutes

Approved by:

Tom Tucker, President

Jim Klinstiver, Board Member

Gary Davis, V.P./Treasurer

Dan Lee, P.E.

Tony Combs, Secretary

Darin Duncan, P.E.

Town Representative