

# Harrison County Regional Sewer District

## May 19, 2023 Meeting Minutes

Meeting Date: May 19, 2023  
8:40 am  
Harrison County Community Foundation building  
Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Gary Davis	Board Member (VP/Treasurer)
Charlie Crawford	Board Member
Tony Combs	Board Member (Secretary)
Bill Byrd	Board Member (Town of Milltown)
Darin Duncan, P.E.	Board Member
Dave Coburn	Board Member (Town of Corydon)
Herb Schneider	Board Member (Town of Lanesville)
Aaron Tolliver	Aqua Utility Services
Bob Woosley, P.E.	Heritage Engineering

Absent:

Dan Lee, P.E.	Board Member
Chris Byrd	Board Attorney
Steve Tolliver	Aqua Utility Services

Guests:

Scott Miller	Bakertilly
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*\*Town voting member. (2023 vote will belong to the Town of Milltown)  
(Order of voting: 2023 – Milltown, 2024 – Lanesville, 2025 - Corydon)*

Action Items:

- 1. Executive Session:** An executive session of the Board was held prior to the start of the regular meeting. The executive session was held to discuss ongoing litigation. No action was taken during the executive session. The executive session ended at 8:40 am.
- 2. April 21, 2023 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Charlie Crawford, to approve the meeting minutes. Motion approved unanimously.*
- 3. Amendments to Previous Meeting Minutes:** *A motion was made by Bill Byrd, second by Darin Duncan, to amend the January 20, 2023 Regular Board Meeting minutes to rescind the approval of utilizing Bose McKinney and Evans as Bond Counsel for the Rural Development funding the District is trying to secure. The Board had previously voted on November 18, 2021 to retain the services of Barnes and Thornburg for Bond Counsel services. Motion approved unanimously.*

#### 4. Berkshire WWTP:

##### a. WWTP Expansion Project:

- 1) **Funding: Rural Development (RD) United States Department of Agriculture (USDA) Funding:** Bob Woosley informed the Board the District has been approved for Rural Development funding.
  - i. **Bond Ordinance:** This item was tabled as the Bond Ordinance has not yet been prepared.
  - ii. **Legal Services Agreement/Letter:** *A motion was made by Tony Combs, second by Charlie Crawford, to retain the services of CLLB Law for work associated with the RD funding. Motion approved unanimously.*
  - iii. **Bond Counsel Engagement Letter:** *A motion was made by Tony Combs, second by Bill Byrd, to retain the services of Barnes and Thornburg for work associated with the RD funding. Motion approved unanimously.*
  - iv. **Engineering Design Contract:** The engineering design contract was previously awarded to Heritage Engineering when the District was pursuing SRF funding. RD requires all engineering services contracts to utilize an EJCDC template. The design contract has been updated to the required template. *A motion was made by Darin Duncan, second by Tony Combs, to sign a new contract with Heritage Engineering. Motion approved unanimously.*
  - v. **Financial Advisor Engagement Letter:** *A motion was made by Darin Duncan, second by Bill Byrd, to retain the services of Bakertilly for work associated with the RD funding. Motion approved unanimously.*
    1. **Bakertilly Invoice:** Scott Miller was present to present to the Board an invoice from Bakertilly in the amount of \$25,710.00 for work completed to date on preparing rate analysis information for funding sources the District has considered up to this point. Scott explained the majority of these fees would likely qualify for reimbursement at that time of closing on the RD loan. *A motion was made by Charlie Crawford, seconded by Tony Combs, to approved the invoice. Motion approved unanimously.*

##### b. Operations Report (April):

- 1) **Report:** Aaron Tolliver presented the April operations report. All parameters were met for the month of April. *A motion was made by Darin Duncan, second by Bill Byrd, to accept the April operations report. Motion approved unanimously.*

#### 5. Treasurers Report

- a. **Treasurers Report:** Gary Davis presented the Treasurer's Report. Gary noted that Amazon did not use any water last month from their 4 inch meter. However, we failed to invoice them the base charge for a 4" meter. The Town of Lanesville invoiced the District for the base rate charge for the 4" meter. As a result, the report shows a loss of revenue for the Lanesville system. Aaron Tolliver stated he

will get this corrected immediately and he will have a new bill sent to Amazon immediately for the missed 4 inch meter base rate charge. *Motion was made by Bill Byrd, second by Tony Combs, to approve the Treasurers Report. Motion approved unanimously.*

- b. Claims:** *Motion made by Gary Davis, second by Darin Duncan, to pay the following claims. Motion approved unanimously.*

***District Checking Account:***

i. Harrison REMC-WWTP electric service	\$1,807.38
ii. Duke Energy – lift station electric service	\$41.89
iii. Town of Corydon – April sewer bills	\$8,616.69
iv. Lanesville Utilities – April sewer bills	\$1,773.03
v. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$5,951.98
vi. Bose McKinney & Evans – General, prop acq., IDEM Permit	\$27,704.83
vii. Paxton Media Group – various newspaper ads	\$187.83
viii. Heritage Eng. – Retainer/web site/other tasks	\$3,220.00
ix. Infinity Homes – sewer deposits refund	\$300.00
x. Bakertilly – initial rate study work	\$25,710.00*

*\*See Item 4.a.v.1. for motion made to approve this item.*

Next Meeting:

Regular Board Meeting: **June 16, 2023 at 8:30 am** at the Harrison County Community Foundation.

Minutes prepared by: Heritage Engineering.

**End of Minutes**

Approved by:

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Tom Tucker, President

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Charlie Crawford

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Gary Davis, V.P./Treasurer

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Dan Lee, P.E.

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Tony Combs, Secretary

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Darin Duncan, P.E.

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Bill Byrd, Town Representative