

# Harrison County Regional Sewer District

November 20, 2013

## Meeting Minutes

Meeting Date: November 20, 2013  
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	Board Member
Tony Combs	Board Member (Secretary)
Bill Byrd	Board Member (Town of Milltown)
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering
Wally Howard	Aqua Utility Services

Absent:

Fred Cammack	Board Member (Town of Corydon)
J.R. Eckart	Board Member
Jim Klintstiver	Board Member
Rusty Sizemore	Board Member (Town of Lanesville)*
Herb Schneider	Town of Lanesville (Town Board President)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Rob Huckaby	Stantec

Guests:

Jill Saegesser	River Hills Development
Cassie Hauswald	The Nature Conservancy

*\*Town voting member.*

Action Items:

- 1. October 16, 2013 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd seconded by Gary Davis to approve the minutes. Motion approved unanimously.*
- 2. Berkshire WWTP Operations Report (October):** Wally Howard was in attendance filling in for Steve Tolliver. Wally stated the plant was in full compliance for the month of October with no issues to report. The generator is now operating properly. Wally informed the Board that they plan to start it once per week and put it under a full load once per month. *Motion was made by Bill Byrd, seconded by Dan Lee to approve the October operations report. Motion approved unanimously.*
- 3. New Salisbury Project Update:**
  - a. Jill Saegesser presented EDA Pay Request No. 5** to the Board for approval. This request covers Dan Cristiani (\$236,824.53), Mitchell & Stark (\$156,622.91), and Heritage Engineering (\$9,220.88). Total reimbursement due to the District from this request is \$201,334. *Motion made by Bill Byrd, seconded by Dan Lee to approve this request. Motion approved unanimously.*

- b. Line of Credit:** Jill advised the Board that the project is now approximately 70% complete. EDA will stop making their 50% reimbursements at the 90% completion level. The remaining 10% of reimbursement will be held until project closeout when all construction is completed and the project closeout documents have all been submitted. This results in the District having a potential short term cash flow problem. To mitigate this anticipated cash shortage the District approaching First Harrison Bank for a Line of Credit to allow the District to maintain operating capital sufficient to pay all capital and operational expenses while awaiting full reimbursement from EDA. *A motion was made by Bill Byrd, seconded by Gary Davis to allow Tom Tucker to move forward with securing a Line of Credit in the amount of \$400,000. Motion approved unanimously.*
- c. Railroad Permit Fees:** Jill advised the Board she is still awaiting follow up from John Owen (EDA) on how best to pay the invoice from the RR regarding the cost for the flagman provided as part of their permit requirements. The invoice total is \$2,042.69. Jill will follow up on this item and report back to the Board.
- d.** Bob Woosley provided a brief update on the construction progress made to date. The following items are underway:

**Sewer Installation:**

- Completed repair of trench patching along 4" forcemain route (Corydon Junction Rd). Contractor milled and resurfaced trench. (County decided not to do a cost share and pave entire roadway. Roadway will be paved at a later date by the County.)
- Schmidt Cabinet lift station is complete.
- Star Gas lift station is substantially complete.
- Remaining work to complete:
  1. Child Craft lift station.
  2. Star Gas lift station.
  3. Approx. 1,000 feet of 6" FM remains to be installed.
  4. 8" gravity line behind Rite Aid remains to be installed.

**WWTP Improvements:**

- Installed new EQ basin influent pumps, piping, and controls.
- Installed new blowers, blower control panel and associated piping.
- Demolished existing control building and completed construction of new building.
- Installed new UV equipment.
- Installed electrical controls for new effluent pumps and conducted pump start up testing.
- Completed installation of all yard piping.
- Began installing final gravel course at plant site.
- Installed new perimeter fence posts (fence to be installed Wed. 11/20).
- Upcoming work:
  1. Rerouting electrical service to existing lift station.
  2. Working with contractor to correct issues with blowers that were delivered to site. Blowers are larger than those specified in the contract documents.
  3. Installing miscellaneous plates.
  4. Awaiting costs from Contractor to make modifications to the existing WWTP per requests from the District's Operator.

These costs will be presented to the Board for approval prior to proceeding with making any changes.

- e. **Change Order No. 1 (Dan Cristiani):** Bob Woosley presented Change Order No. 1 with Dan Cristiani in the amount of \$8,106.34. This change order covers:

- i. Relocation of gas lines that were not buried as deep as previously indicated during bidding. Gas lines were lowered to avoid conflicts with the sewer lines.
- ii. Bore and jack operations were modified slightly by extending one (to avoid a utility) and shortening another.
- iii. A portion of the 4" force main was relocated to avoid a large tree and drainage channel. This resulted in a deduct for this portion of the line.

*A motion was made by Bill Byrd, seconded by Gary Davis to approve Change Order No. 1 with Dan Cristiani Excavating in the amount of \$8,106.34. Motion approved unanimously.*

- f. **Customer Billing:** Tom Tucker made the Board aware that Ramsey is not interested in providing billing services for the County. They will provide the water usage information to the District to allow for bills to be generated based on flow. Tom stated that he is in the process of securing quotes from companies to perform this service.

4. **Stormwater Demonstration Project:** Rob Huckaby was unable to attend the meeting but provided an email update to all members. Gary Davis requested that the remaining budget be provided to him to allow him to do cash flow projections for the District. Bob Woosley will follow up on this item and provide it to Gary.

5. **Lanesville Interchange Sewer Project:**

- a. **Sub-committee Meeting:** Bob Woosley reported that the sub-committee met to discuss optional alignments for providing service to the Areva facility. The sub-committee consists of Tony Combs, Dan Lee, and Bill Byrd (absent from meeting). Many optional alignments are under consideration but the final alignment will be based on the location of the connector road currently under discussion by the County and land owners. The sub-committee will stay in contact with County officials regarding the selected roadway alignment. Once the road alignment has been finalized the sewer line alignment will be chosen.
- b. **Areva:** How much water will this facility use? What type of effluent will they have? Bob Woosley was asked to follow up with Darrell Voelker to get this information.

6. **Treasurers Report:**

- a. Gary Davis reported that SSK is four (4) months behind on payments. The Board asked that Chris Byrd follow up with them immediately.
- b. *A motion was made by Bill Byrd, seconded by Tony Combs to approve the October Treasurer's report. Motion approved unanimously.*
- c. *A motion was made by Dan Lee, seconded by Bill Byrd to approve the invoice payments in the Treasurer's report. Motion approved unanimously.*

**EDA Funds:**

- |   |              |
|---|--------------|
| i. Mitchell & Stark – Pay Application No.5              | \$156,622.91 |
| ii. Dan Cristiani Excavating – Pay Application No. 5    | \$236,824.53 |
| iii. Heritage Engineering – Construction Admin Services | \$9,220.88   |
| iv. Bennett & Bennett Ins. – Excav/Driveway Permit Bond | \$150.00     |

**District Checking Account:**

v. Harrison REMC – WWTP Electric Service	\$813.00
vi. Aqua Utility Service – Sludge hauls/repairs/lab supply	\$694.80
vii. Aqua Utility Service – Nov. WWTP Operation	\$2,423.60
viii. Town of Corydon – Oct. sewer bills	\$2,924.57

d. *A motion was made by Bill Byrd, seconded by Dan Lee to approve the following invoice payments. Motion approved unanimously.*

i. Heritage Engineering – HCRSD Support (October)	\$1,782.50
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**7. Other Items:**

a. **Septic Tank Risers:** Cassie Hauswald suggested to the Board consider implementing a cost share program for County residents to have riser ports installed on their septic tanks. Risers allow easy access to the tank to facilitate maintenance. One thought is to do a 50/50 split of the cost. This will be discussed further at future meetings.

Next Meeting:

Regular Board Meeting: **Wed. December 18, 2013 at 8:30 am** @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

**End of Minutes**

Approved By:

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Tom Tucker, President

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Tony Combs, Secretary

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Jim Klintiver

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Daniel Lee

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Gary Davis, V.P./Treasurer

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JR Eckart

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Towns - Lanesville (Rusty Sizemore)