

Harrison County Regional Sewer District

October 17, 2012 Meeting Minutes

Meeting Date: October 17, 2012
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)
J.R. Eckart	Board Member
Jim Klintstiver	Board Member
Bob Woosley	Heritage Engineering (District's Engineer)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
William Marshall	Stantec

Absent:

Fred Cammack	Board Member (Town of Corydon)*
Rusty Sizemore	Board Member (Town of Lanesville)
Dan Lee	Board Member
Chris Byrd	Board Attorney

Guests:

Cassie Hauswald	Nature Conservancy
Herb Schneider	Town of Lanesville
Dave Derrick	Town Engineer for Lanesville
Kenny Schneider	Lanesville Interchange Property Owner

* *Town Voting Member*

Action Items:

- 1. September 19, 2012 HCRSD Board Meeting Minutes:** *Motion made JR Eckart, seconded by Gary Davis to approve the minutes. Motion approved unanimously.*
- 2. Berkshire WWTP Operations Report (September):** Steve Tolliver presented the September 2012 Operations Report and reported the following: 1.) WWTP continues to meet permit requirements, 2.) He will be servicing the generator within the next 2 weeks to ensure it is ready for the winter season, 3.) One load of sludge was removed and hauled to Lanesville for treatment, and 4.) The motor starter on the blowers failed and was replaced. *Motion made by JR Eckart, seconded by Tony Combs to approve the September Operations Report. Motion approved unanimously.*

3. New Salisbury EDA Grant Update:

- i. **Roadway Maintenance Agreement:** Bob Woosley distributed copies of the draft letter prepared by Chris Byrd that was submitted to John Owen with EDA regarding the roadway maintenance agreement requested by EDA. We are awaiting approval of this letter from John prior to having Tom Tucker sign and submit. Tom noted the following revisions required to the letter:
 - i. Telephone Number and Address at the top and in the body of the letter need to be corrected.
 - ii. Jim Klinstiver is incorrectly listed as the Secretary on the letterhead, replace with Tony Combs.
- ii. **HCCF Grant Funds:** The remaining \$35,000 in funding was released by the HCCF. These funds will be used by the District to repay the \$35,000 loan made by the County.

4. Lanesville Interchange:

- a. Agreement with Lanesville: A lengthy discussion was held regarding the draft agreement prepared. Numerous changes to the Sewer Service Agreement were made and agreed upon at the meeting. A brief summary of these changes:
 - Item 1: Second to last sentence was revised to read "Financing for this expansion to come from accumulated impact fees previously collected from customers of the Town and the District and held by each until the required WWTP expansion."
 - Item 3: Removed all references to "penalties".
 - Item 3b: Revised first sentence to read "Town's rates and charges to District shall be adjusted at the time of expansion of the WWTP to a Wholesale Rate for District."
 - Item 3b1: Removed reference to Town's Wastewater Superintendent.
 - Item 5: Removed reference to user charges, debt service, meter reading charges, and penalties.
 - Item 12: Revised item to read "The starting date for the Interlocal Cooperation Agreement sponsoring this Sewer Service Agreement shall commence when lines are placed into service."
 - Item 13 (new): Added a new item 13 titled "Maintenance of Town Line".

Bob Woosley shall send a revised agreement to Tom Tucker for final review and edits. Tom will distribute a final copy to the Board Members and the Town. The scheduled discussed moving forward:

- i. Lanesville Approval: November 12: Herb Schneider will review all changes made with his Town Attorney with the intention of taking the final version to his Board for approval on November 12th.
- ii. District Approval: November 21st: Tom will make final edits and send out to the full Board prior to the next meeting. The Board

will vote on approving this agreement at the November 21st meeting.

- iii. Council Funding Request: November 26th: Tom will take the signed agreement to the Harrison County Council to request the funding (\$1,683,000) be approved.

- b. **Ownership of the Conveyance Line to WWTP:** A lengthy discussion was held on who would own the line that conveys the flow from the south side of the interchange to the WWTP influent pump station. Concern was voiced by Gary Davis and JR Eckart that if the District does not own this line then provisions need to be placed into the Agreement that require any repairs to be made to the line immediately. The District needs assurance that there will be no interruption of flow in this line that would prohibit the District from discharging it's flow from the north side of the interchange to the WWTP. Herb Schneider stated that the Town has the same concerns regarding non interruption of service and was adamant that the Town feels they should be the owner of the line.

After much debate a motion was made by JR Eckart, seconded by Gary Davis that allows the Town to own the line with the stipulation that the following item would be added to the Sewer Service Agreement:

Maintenance of Town Line. The Town's conveyance line from the south side of the Interchange to the WWTP shall remain in service to accept the District's flow at all times. The Town shall resolve any issues by making the necessary repairs to this line immediately (within 48 hours), or shall take the necessary steps to collect District's flow to prevent an interruption in sanitary sewer service. Said repairs or other measures necessary to accept District's flow shall be at the sole expense of the Town. Should Town not take the necessary steps to bring line back into service the District shall have the right to initiate said repairs and the Town shall be fully responsible for said repair costs.

Motion approved unanimously.

5. Stormwater Demonstration Project (Lanesville School Campus & Corydon School Campus):

- a. **Lanesville Campus:** William Marshall presented 75% plans for review. The following was agreed upon:
 - i. The estimated cost of the improvements is less than \$50,000.
 - ii. The bid documents will be submitted to Chris Byrd for final review.
 - iii. Quotes will be requested from a minimum of three (3) qualified local contractors. A legal advertisement will not be ran on this project unless legal counsel advises otherwise.
 - iv. Quotes shall be received at Chris Byrd's office prior to the next District Board Meeting. A recommendation for award and a selection of a contractor shall be made at the November 21st Board Meeting.

- v. Schedule: work shall take place during the Christmas holiday break for the school (weather permitting).
- b. **Corydon Campus:** William reported that nothing new has happened since the time of the last Board meeting. Dr. Clark is still in the process of hiring a facilities manager.
- c. **Encumbrance of Funds:** Chris Byrd drafted an Interlocal Agreement to transfer the funding to the District. The draft incorrectly lists that claims shall be paid by the County, it needs to state funds shall be transferred to the District from the County allowing the District to directly pay all claims. *A motion was made by Gary Davis, seconded by Jim Klinstiver to allow Tom Tucker to sign the revised Interlocal Agreement and approach the Commissioner's for approval at the next regularly scheduled Commissioner's meeting. Motion approved unanimously.*

6. Treasurer's Report:

- a. *A motion was made by Gary Davis, seconded by Tony Combs, to approve the following invoices. Motion approved unanimously.*

Town of Corydon – Sept. sewer charges	\$5,317.35
Aqua Utility Services – Oct. WWTP Operations	\$2,349.84
Aqua Utility Services – sludge hauling & Dialer	\$573.00
Harrison County REMC – Power charges	\$950.85
Harrison County Treasurer – Loan Repayment	\$35,000.00
Heritage Engineering – WWTP Plans (95% Billing)	\$3,630.00

- b. *A motion was made by Gary Davis, seconded by Tony Combs to approve the following invoice, a portion of this invoice is eligible for reimbursement via the EDA Grant for the New Salisbury Project (if sufficient funds remain at the end of the project). Motion approved unanimously.*
 - i. Dillman, Chastain, & Byrd invoice in the amount of \$1,121.10.
- c. *A motion was made by Gary Davis, seconded by Jim Klinstiver to approve the following invoices, motion approved unanimously:*
 - i. Heritage Engineering's invoice in the amount of \$3,135.00. This amount will be charged to the District's Operating Budget.
 - ii. Heritage Engineering's invoice in the amount of \$230. This amount will be charged to the District's Project's Budget. This entire invoice was for easement services and EDA documentation follow up and is eligible for reimbursement via the EDA Grant for the New Salisbury Project (if sufficient funds remain at the end of the project).
- d. *A motion was made by Tony Combs, seconded by Jim Klinstiver to approve the September Treasurer's report. Motion approved unanimously.*

Next Meeting:

Regular Board Meeting: **Wed. November 21, 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, Secretary

Jim Klintiver

Daniel Lee

Gary Davis, V.P./Treasurer

JR Eckart

Towns - Corydon (Fred Cammack)