

Harrison County Regional Sewer District

October 19, 2011 Meeting Minutes

Meeting Date: October 19, 2011
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

J.R. Eckart	Board Member
Bill Byrd	Board Member (Town of Milltown)*
Gary Davis	Board Member (VP/Treasurer)
Tony Combs	Board Member
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering (District's Engineer)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Rob Huckaby	Stantec

Absent:

Tom Tucker	Board Member (President)
Darin Duncan	Board Member (Secretary)
Fred Cammack	Board Member (Town of Corydon)
Rusty Sizemore	Board Member (Town of Lanesville)
Dan Lee	Board Member

Guests:

Jill Saegesser	River Hills Development
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* *Town Voting Member*

Action Items:

1. **September 21, 2011 HCRSD Board Meeting Minutes:** *Motion made by JR Eckart, seconded by Bill Byrd to approve the minutes. Motion passed unanimously.*
2. **New Salisbury EDA Grant Update:**
 - i. Jill Saegesser provided the official documents to the Board that will be reviewed and signed by Tom Tucker at the project kick off conference to be held with EDA on October 25, 2011. Jill provided a general overview of the grant and all requirements:
 - a. District has 18 months to begin Construction.
 - b. District has 24 months to complete Construction once it has begun.
 - c. Recommended establishing a separate account or fund to track and pay all costs on the project.
 - d. District will be reimbursed by EDA for eligible expenses incurred.
 - e. Engineering Design Services for WWTP Design: Jill advised that the District is allowed to use their current engineer to do design but still

must solicit from others (two of which must be certified minority firms) prior to making a selection.

f. Engineering Firm Solicitation:

1. *Motion made by JR Eckart, seconded by Tony Combs to appoint Tom Tucker, Darin Duncan, and Dan Lee to a sub-committee to work with Jill on soliciting qualifications from engineering design firms and make a recommendation to the Board for the selection of the firm to utilize. Motion passed unanimously.*
2. *Motion made by JR Eckart, seconded by Bill Byrd to have the sub-committee short list no more than five(5) and no less than (3) firms. Motion passed unanimously.*
3. *Motion made by JR Eckart, seconded by Tony Combs to allow Jill Saegesser to solicit for engineering firms via advertisement in the Corydon Democrat. Motion passed unanimously. Jill is to advertise immediately with the goal of making a decision and approval of an Engineering firm at the District's December meeting.*

- ii. Gary Davis informed the Board that the District's **HCCF Grant** has been extended until March 31, 2012.

3. Lanesville Service Boundary and Agreement: Gary Davis handed out a copy of the signed agreement. Lanesville approved at their last Town Council Meeting. Bob Woosley provided additional color copies of the boundary map to be included as an attachment to the agreement. The originals were given to Chris Bryd for filing.

4. HCCF Stormwater Grant Presentation to Commissioners. Rob Huckaby presented the \$88,500 request for the educational projects at the Lanesville and Corydon school campuses to the Commissioners at their meeting on October 17, 2011. Motion was tabled. Commissioners requested that the District provide evidence of who will be responsible for the maintenance of the facilities. Rob is to work with Steve Tolliver to arrive at a budgetary cost for the maintenance of the facilities (note: it was estimated that this cost would be less than \$1,000 per year). This information will be discussed further at the next District meeting.

5. Berkshire WWTP Operations Report.

i. Steve Tolliver reviewed the September operations report. Plant is in compliance for the month. No issues reported. *A motion was made by Tony Combs, seconded by JR Eckart to approve the report. Motion passed unanimously.*

ii. Annual Maintenance on Blowers and Generator. Steve requested approval to perform the necessary annual maintenance on the blowers and generator. He explained that this is beyond their normal scope of monthly services and additional charges would apply. *Motion made by Bill Byrd, seconded by Tony Combs to allow annual maintenance work on Blowers and Generator to be performed by AUS. Motion passed unanimously.*

6. Treasurer's Report:

- i. *A motion was made by JR Eckart, seconded by Tony Combs, to approve the following invoices. Motion passed unanimously.*
 - a. Town of Corydon – Sept sewer charges \$5,973.15
 - b. Aqua Utility Services – Oct WWTP operating contract \$2,281.40
 - c. Aqua Utility Services – Chemicals \$288.92
 - d. Harrison County REMC – Power charges \$821.21
 - e. Heritage Eng. – Partial Invoice for 100% Plans \$4,800.00
- ii. *A motion was made by Tony Combs, seconded by Bill Byrd to approve Heritage Engineering's invoice in the amount of \$1,525.00 and Dillman, Chastain and Byrd's invoice in the amount of \$87.50. This amount will be charged to the District's Operating Budget. Motion passed unanimously.*
- iii. *A motion was made by Bill Byrd, seconded by JR Eckart to approve the September Treasurer's report. Motion passed unanimously.*

7. Other Items.

- i. **IRSDA Conference.** The annual Indiana Regional Sewer District Association Conference will be held in Carmel (IN) on October 31, 2011. Those to attend for the District shall be Tom Tucker, Bill Byrd, Gary Davis, and Bob Woosley. The Board instructed Bob Woosley to submit the required registration information immediately.

Next Meeting:

- 1. Board Meeting: **Wed. November 16, 2011 at 8:30 am** @ Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved By:

Tom Tucker, President

Tony Combs

Darin Duncan, Secretary

Daniel Lee

Gary Davis, V.P./Treasurer

JR Eckart

Towns - Milltown (Bill Byrd)