

Harrison County Regional Sewer District

October 15, 2021 Meeting Minutes

Meeting Date: October 15, 2021
8:30 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)
Dan Lee, P.E.	Board Member
Scott Flickner	Board Member (Town of Corydon)
Darin Duncan, P.E.	Board Member
Bill Byrd	Board Member (Town of Milltown)
Bob Woosley, P.E.	Heritage Engineering
Chris Byrd	Board Attorney
Eric Brady	Aqua Utility Services (System Operator)

Absent:

Terry Schmelz	Board Member (Town of Lanesville)*
Steve Tolliver	Aqua Utility Services (System Operator)

Guests:

**Town voting member. (2021 vote will belong to the Town of Lanesville)
(Order of voting: 2021-Lanesville, 2022-Corydon, 2023 - Milltown)*

Milltown took the Town's vote this month due to the absence of Lanesville.

Action Items:

- 1. September 17, 2021 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Charlie Crawford, to approve the meeting minutes. Motion approved unanimously.*
- 2. Ordinance No. 2021-01 (Increase in Sewer Capacity Charges):** Chris Byrd presented a rate increase ordinance that would increase the capacity charge from \$2,040 per EDU to \$2,500 per EDU (current Ordinance No. 2020-02). This proposed ordinance also increases the capacity charges for Apartments/Group Homes/Multi Family to one ERU plus \$750 for each additional residence or apartment within the same structure. All fees shall be subject to an annual 2% increase on January 1. *Motion made by Darin Duncan, second by Tony Combs, to approve Ordinance No. 2021-01. Motion passed unanimously.*
- 3. Berkshire WWTP:**
 - a. Operations Report (September):** Eric Brady presented the September operations report. The plant met all permit requirements during the month of

September. *A motion was made by Gary Davis, second by Dan Lee, to accept the September operations report. Motion approved unanimously.*

4. Berkshire WWTP Expansion:

- a. **Preliminary Engineering Report (PER):** The revised PER was submitted on 09/01/21. It is still under review by SRF. Projects submitted in the revised PER now includes (budget estimates):

1) Effluent FM Replacement Project	\$200,000	(\$223,717 low bid)
2) WWTP Expansion Project	<u>\$2,067,000</u>	
	\$2,267,000	

- b. **WWTP Effluent FM Replacement Project:** The District made a request to the Commissioner’s for funding of the WWTP Effluent FM Replacement Project (approx. \$223k) at their meeting on October 4th. The request was tabled. The Board discussed the options for funding and decided to go back before the Commissioner’s at their meeting on October 18th to request consideration be given for a possible loan (in lieu of a grant). Funds from capacity fees would be utilized to pay back the loan (the current capacity fees balance is approximately \$80,000 and will continue to grow as additional connections are added). The District is in a tough spot in that this project MUST be completed to allow on going developments to continue without interruption. Without these improvements IDEM will likely place a stop work order and a no tap ban on the District. Bob Woosley and Tom Tucker will go back before the Commissioner’s at their upcoming meeting on October 18th to make this request. The amount to be requested will be increased to \$250k to allow for contingency funds in the budget. The intention is to secure approval by the end of November to allow the District to award the Contract prior to the expiration of bids (bids expire on 12/16/21).

5. Treasurers Report:

- a. *Motion made by Dan Lee, Bill Byrd, to approve the September Treasurer’s Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Tony Combs, to pay the following claims. Motion approved unanimously.*

District Checking Account:

i. Harrison REMC-WWTP electric service	\$1,285.39
ii. Duke Energy – lift station electric service	\$48.74
iii. Town of Corydon – September sewer bills	\$12,545.52
iv. Lanesville Utilities – September sewer bills	\$641.65
v. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$4,530.47
vi. Indiana Underground Plant Protection – 3 rd quarter fees	\$62.70
vii. Liberty Mutual – blanket road cut bond	\$150.00
viii. Steve Thieneman Builders – sewer deposit refund	\$150.00
ix. Infinity Homes – sewer deposit refund	\$150.00
x. Heritage Eng. – Retainer/web site/NS Support/PER	\$11,614.57

6. **Audit:** Gary Davis informed the Board he is working with the SBOA auditors to provide them all requested information. They are in Town now and are hoping to wrap up the audit this month. This audit is required to ensure the District is eligible for SRF funding consideration. Without this audit being performed the District is not eligible for SRF funding.
7. **Engineer Services Contract (2022) and District Attorney Contract (2022):** *A motion was made by Tony Combs, second by Charlie Crawford, to approval the contract renewals of both Heritage Engineering (Engineering Services) and Dillman, Chastain, and Byrd (District Attorney Services) for the year 2022. Motion approved unanimously.*
8. **Town of Corydon (Billing for Sewer Customers):** Tom Tucker presented a letter (dated 10/06/21) from the Town of Corydon that confirms the Town will bill the District based on water meter readings for each customer.

Next Meeting:

Regular Board Meeting: **Friday November 19, 2021 at 8:30 am** at the Harrison County Community Foundation.

Minutes prepared by: Heritage Engineering.

End of Minutes

Approved by:

Tom Tucker, President

Charlie Crawford

Gary Davis, V.P./Treasurer

Dan Lee, P.E.

Tony Combs, Secretary

Darin Duncan, P.E.

Town Representative