

Harrison County Regional Sewer District

October 16, 2020

Meeting Minutes

Meeting Date: October 16, 2020

8:30 am

Harrison County Government Center (meetings will continue to be held here until further notice due to COVID-19 restrictions)

Corydon, IN 47112

In Attendance:

Tom Tucker	Board Member (President)
Bill Byrd	Board Member (Town of Milltown)*
John Kintner	Board Member (Town of Corydon)
Gary Davis	Board Member (VP/Treasurer)
Darin Duncan, P.E.	Board Member
Matt Beckman	Board Member (Town of Lanesville)
Chris Byrd	Board Attorney
Steve Tolliver	Aqua Utility Services (System Operator)
Bob Woosley, P.E.	Heritage Engineering

Absent:

Dan Lee, P.E.	Board Member
Tony Combs	Board Member (Secretary)
Charlie Crawford	Board Member

Guests:

None present

**Town voting member. (2020 vote will belong to the Town of Milltown)
(Order of voting: 2020-Milltown, 2021-Lanesville, 2022-Corydon)*

Action Items:

- 1. September 18, 2020 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Darin Duncan to approve the meeting minutes. Motion approved unanimously.*
- 2. Berkshire WWTP & New Salisbury System:**
 - a. Operations Report (September):** Steve Tolliver presented the September operations report. The plant met all permit requirements during the month of September. Steve reported the **generator** has been fully repaired as is back in service. He will submit the invoice for repairs to the District for submittal of a claim to the insurance company (the repairs were due to damage caused by an electrical fire that Steve reported at a previous meeting). *A motion was made by Darin Duncan, second by Bill Byrd to accept the September operations report. Motion approved unanimously.*
 - b. Effluent FM Air Relief Valve (ARV) Installation:** Bob Woosley reported the Town of Georgetown agreed to loan an ARV to the District. The ARV is being installed today by the contractor (Cornell Harbison Excavating). Work should be complete by the end of the day.

3. Poplar Trace Subdivision:

- a. **Corydon Agreement:** Tom Tucker reported that he continues to work with the Town to finalize the District's agreement with them. The Town is confused on how best to bill the District for services. The District will need to hire an attorney to work with the Town's attorney to work out the final details. Chris Byrd has a conflict of interest and will not be representing either party in this matter. The Town has hired an attorney out of Indianapolis. *A motion was made by Billy Byrd, seconded by Gary Davis to hire Ted Whitus (attorney) to represent the District in finalizing the agreement with Corydon. Motion passed unanimously.*

4. Utility Locates:

- a. **Indiana 811:** Bob Woosley reported that he has updated Indiana 811's records to show Steve Tolliver as the main point of contact for Utility Locates. Steve will be notified first, Bob will serve as a secondary point of contact. This change was needed since Steve is handling all utility locates for the District. Bob and Steve will continue to work together in this effort as needed.
- b. **Locate Equipment:** Steve informed the Board of the need to purchase locator equipment. To this point he has borrowed other utilities equipment to perform field locates of the District's FM lines when needed. We are now at a point where the District needs to have their own equipment. *A motion was made by Darin Duncan, second by Bill Byrd to allow for an expenditure of up to \$5,000 for the purchase of the necessary locator equipment and that 3 quotes shall be obtained. Motion passed unanimously.*

5. Sewer Rates and Charges:

- a. **Capacity Fees:** Discussions were held regarding modifications needed to the capacity fees and how they are charged to multi-family residential and commercial users. The current fees charge a flat fee based on water meter size. It was discussed modifying this fee to be based on the number of equivalent residential units (ERUs). Bob Woosley will work with Chris Byrd to draft language to modify the current ordinance. This will be discussed further at the November Board meeting.

6. Treasurers Report:

- a. *Motion made by Bill Byrd, second by Darin Duncan to approve the September Treasurer's Report. Motion approved unanimously.*
- b. *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	\$1,472.65
ii. Duke Energy – lift station electric service	\$32.75
iii. Town of Corydon – September sewer bills	\$10,495.80
iv. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$4,819.84
v. Lanesville Utilities – September sewer bills	\$588.87

vi. Heritage Eng. – Retainer/web site host/NS Misc Support \$2,315.00

Next Meeting:

Regular Board Meeting: **Friday November 20, 2020 at 8:30 am** at the Harrison County Government Center.

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