

Harrison County Regional Sewer District

September 19, 2012

Meeting Minutes

Meeting Date: September 19, 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
Rusty Sizemore	Board Member (Town of Lanesville)
Dan Lee	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:

Fred Cammack	Board Member (Town of Corydon)*
Jim Klinstiver	Board Member

Guests:

Cassie Hauswald	Nature Conservancy
Herb Schneider	Town of Lanesville
Larry Ott	

* *Town Voting Member*

Action Items:

- 1. August 15, 2012 HCRSD Board Meeting Minutes:** *Motion made Tony Combs, seconded by Dan Lee to approve the minutes. Motion approved unanimously.*
- 2. Berkshire WWTP Operations Report (Aug):** Steve Tolliver presented the August 2012 Operations Report and reported the WWTP continues to meet permit requirements. *Motion made by Gary Davis, seconded by Dan Lee to approve the August Operations Report. Motion approved unanimously.*
- 3. New Salisbury EDA Grant Update:**
 - a. EDA Submittal:** Bob Woosley distributed copies of the Easement Site Certification Exhibit and Final Plans for the WWTP and Collection System that were submitted to EDA.
 - b. HCCF Grant Annual Report:** Tom Tucker signed the annual report to submit to the Harrison County Community Foundation.

4. Lanesville Interchange:

- a. Agreement with Lanesville: A draft agreement was prepared and is currently being reviewed by the District and Town. Tom Tucker will work directly with the Town to finalize the draft and will present to the Board at the next scheduled meeting for acceptance (note: a special meeting may need to be called to finalize this agreement). Upon approval of the agreement by both parties Tom and Herb Schneider will go before the Council to request funding. A copy of the acceptable agreement will be presented to the Council at that time.
 - **Rates and Charges to District:** Discussion was held on what the Town would charge the District. This needs to be finalized in the agreement prior to meeting with the Council. Tom suggested a base rate be established that includes an escalator clause allowing the rate to be increased each year per the CPI index with a not to exceed cap at 3%.
 - **WWTP Capacity:** Rusty Sizemore stated that the rated capacity of the WWTP is 77,000 GPD and the current average daily flow is approximately 28,000 GPD. He also noted that the Town was successful in securing their grant for the construction of a second clarifier. This clarifier will not increase plant capacity but will provide a backup and redundancy at the plant.

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

- a. **Lanesville Campus:** Rob Huckaby reported that he has met with Lanesville School Corporation to review the Memorandum of Understanding (MOU). The school corporation is currently reviewing. Design is underway with construction scheduled to occur over the Christmas Holiday break. Final plans and specs will be presented to the Board at future meetings for acceptance.
- b. **Corydon Campus:** Rob met with the South Harrison School Corporation (Dr. Clark) to discuss and review the project and MOU. Dr. Clark is in the process of hiring a new facilities manager and requested time to allow this person to review to ensure all are in agreement on the ultimate location of the proposed facility. Dr. Clark asked that Rob follow up with him in two (2) weeks to discuss this matter. It is anticipated construction on this project will carry over into 2013.
- c. **Encumbrance of Funds:** Funds that will not be expended by the end of this year will need to be encumbered and carried forward to 2013. Chris Byrd will draft an Inter-local agreement between the District and County to carry these funds forward. *A motion was made by JR Eckart, seconded by Tony Combs to allow Chris to draft an inter-local agreement between the District and County to encumber the \$85,000 funding allocation and transfer these funds to the District. Motion passed unanimously.*
- d. **South Harrison School Campus and North Harrison School Campus:** Tony Combs suggested the District consider future projects on these campuses.

6. Nature Conservancy (Septic Maintenance Awareness Project): Cassie Hauswald reported that the flyer has been finalized and will be sent out soon. South Harrison

Water has decided to send out with their monthly billings while the Health Department has agreed to pay for the postage. She plans to use South Harrison as a test case to see how it goes before approaching the other water utilities.

7. Treasurer's Report:

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

Town of Corydon – August sewer charges	\$4,993.82
Aqua Utility Services – Sept. WWTP Operations	\$2,372.84
Harrison County REMC – Power charges	\$931.69
CNA Surety – surety bond	\$147.00
Heritage Engineering – WWTP Plans (90% Billing)	\$15,835.00

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

- a. Heritage Engineering's invoice in the amount of \$3,249.70. This amount will be charged to the District's Operating Budget.
- b. Heritage Engineering's invoice in the amount of \$2,523.50. 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).

- c. *A motion was made by JR Eckart, seconded by Dan Lee to approve the August Treasurer's report. Motion approved unanimously.*

Next Meeting:

Regular Board Meeting: **Wed. October 17, 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 Klinstiver

Daniel Lee

Gary Davis, V.P./Treasurer

JR Eckart

Towns - Corydon (Fred Cammack)