

Harrison County Regional Sewer District

September 17, 2021 Meeting Minutes

Meeting Date: September 17, 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
Terry Schmelz	Board Member (Town of Lanesville)*
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
Steve Tolliver	Aqua Utility Services (System Operator)
Eric Brady	Aqua Utility Services (System Operator)

Absent:

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

Guests:

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

Action Items:

- 1. Bid Opening: Berkshire WWTP Effluent FM Replacement Project.** Bids were opened and read aloud. The following bids were received:

a. Love Excavating	\$223,717.00
b. Cornell Harbison Excavating	\$238,410.00
c. Dan Cristiani Excavating	\$251,281.00
d. Temple & Temple	\$288,650.00

A motion was made by Darin Duncan, second by Charlie Crawford to take the bids under advisement. Motion approved unanimously. Bob Woosley shall review the bids submitted to confirm all documents required have been submitted. Bob will also follow up and check the references for the apparent low bidder, Love Excavating. Tom Tucker and Bob Woosley will approach the Commissioners at their meeting on October 4th to request funds from the County to support the construction of this project. Per the bid documents all bids are to be held and good for 90 days.

2. August 20, 2021 HCRSD Board Meeting Minutes: *Motion made by Darin Duncan, second by Charlie Crawford, to approve the meeting minutes. Motion approved unanimously.*

3. Berkshire WWTP:

- a. Operations Report (August):** Eric Brady presented the August operations report. The plant met all permit requirements during the month of August. *A motion was made by Gary Davis, second by Darin Duncan, to accept the August operations report. Motion approved unanimously.*
- b. Operations Contract Renewal (draft for review):** The current operations contract with Aqua Utility Services expires at the end of 2022. Steve Tolliver presented a draft renewal for consideration. Steve wanted to get this in front of the Board now to allow for time to tweak the agreement if needed. Steve explained that with the growth of the system and other services added he is trying to update the agreement to cover all items. Gary Davis requested each component be broken out to show how the overall fee is calculated. Gary also noted that the contract says utility locates are included as part of the basic services. Steve said that was incorrect and needs to be revised in the agreement. Steve said utility locates are additional services and would be charged on a per locate basis and is not a part of the basic services rendered. Steve will update the draft agreement and distribute to the full Board for review.
- c. Sludge Processing Interlocal Agreement with Town of Georgetown:** Steve Tolliver previously requested the District find an alternative to taking sludge to the Town of Lanesville for treatment. The Town has had issue in the past and at times has been unable to accept the sludge from the District. Tom Tucker voiced concern that he did not want to see the District taking the revenue stream away from the Town of Lanesville. Steve explained the intent was to simply find a back up location in the event the Town was unable to take delivery of the material when needed. Steve and Bob Woosley approached the Town of Georgetown and they have agreed to accept the sludge for final treatment at the Town's WWTP. The Town has offered to process this flow for \$.05 per gallon (the Town of Lanesville currently charges the District \$.10 per gallon). Terry Schmelz explained the Town has a hard time dealing with this sludge when delivered. The Town's system is not set up to handle direct delivery of sludge therefore it is labor intensive and causes issues with the plant's ability to properly handle the material. Terry indicated it causes biological upsets of the plant that at times takes several days to recover and get their plant back to acceptable levels of treatment. Terry indicated the Town would prefer to be a back up source and not the primary location to accept the sludge for treatment. Terry stated that if the Town of Georgetown is willing to take the sludge it would be beneficial to the Town of Lanesville. The District agreed the Town of Georgetown would become the primary location and the Town of Lanesville would become a back up location when needed. Chris Byrd has worked with the Town of Georgetown's attorney to draft an interlocal agreement. Chris presented two versions: one year term versus an auto renewal version that would automatically renew for up to four years. *A motion was made by Gary Davis, second by Terry Schmelz, to approve the interlocal agreement that has an auto-renewal clause for up to four years.*

Motion approved unanimously. Bob Woosley will present this to the Town of Georgetown Town Council for their approval at their next Town Council meeting on September 20, 2021.

4. Berkshire WWTP Expansion:

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

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

- b. **State Water Infrastructure Funding (SWIF):** Final announcements were made on grant awards on September 14th. The District was not awarded a grant.
- c. **Effluent FM Replacement Project:** Bids were opened at the beginning of today's meeting. Low bidder was \$223,717.00. Engineer's estimate was \$200,000. The District intends to request full funding for this project from the County. The County can utilize American Recovery Plan (ARP) funds to fund this project. Sanitary sewer expenditures are eligible for ARP funds.

5. **Mobile Home Park Collection System:** Chris Byrd presented the letter that will be mailed to Flagship Communities (aka SSK) advising them the District will begin billing them based on flow meter readings in lieu of water meter readings. The changes will begin with the November 2021 billing (October 2021 flow). No changes to the letter were made by the Board. Chris will send out the letter immediately.

6. **READI Grant:** Darrel Voelker (Harrison County Economic Development Corporation) is working with the Southwest Indiana Development Council to submit a Regional Economic Acceleration and Development Initiative (READI) grant that would support the construction of sanitary sewer infrastructure in Harrison County. Darrel requested the District allow Tom Tucker to sign a letter of support from the District. A motion was made by Gary Davis, second by Charlie Crawford, to allow Tom to sign a letter of support from the District to support the READI grant application. Motion approved unanimously.

7. Treasurers Report:

- a. *Motion made by Charlie Crawford, second by Terry Schmelz, to approve the August Treasurer's Report. Motion approved unanimously.*
- b. *Motion made by Gary Davis, second by Terry Schmelz, to pay the following claims. Motion approved unanimously.*

District Checking Account:

i. Harrison REMC-WWTP electric service	\$1,399.96
ii. Duke Energy – lift station electric service	\$33.38
iii. Town of Corydon – August sewer bills	\$10,291.88

iv. Lanesville Utilities – August sewer bills	\$615.26
v. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$5,816.50
vi. Dillman, Chastain, Byrd, LLC – legal services	\$550.00
vii. Steve Thieneman Builders – sewer deposit refunds	\$450.00
viii. Infinity Homes – sewer deposit refund	\$150.00
ix. Heritage Eng. – Retainer/web site/NS Support/PER	\$14,070.00

- 8. Capacity Fees (current Ordinance No. 2020-02):** As development continues to increase in the County the District's expenses for utility locates continue to rise. In an effort to offset these increased costs Tom Tucker suggested an increase in capacity fees charged from the current \$2,040 for residential meters to \$2,500. The Board agreed fees should be increased to \$2,500. Chris Byrd will draft an ordinance that increases the fees to \$2,500 for residential meters and all other meter sizes will be increased as well. This will be presented at the October Board meeting.
- 9. Audit:** Gary Davis informed the Board he recently received notice the State Board of Accounts (SBOA) will be performing an audit for years 2019-2020. They did not indicate if this would be in person or virtual. Gary will keep the Board updated as he learns more.
- 10. Board Appointments:** Two of the Commissioner's appointee terms expire at the end of this year: Tom Tucker and Darin Duncan. The Board will write letters of support requesting both be reappointed.

Next Meeting:

Regular Board Meeting: **Friday October 15, 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