

Harrison County Regional Sewer District

February 16, 2024 Meeting Minutes

Meeting Date: February 16, 2024

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 |
| Dave Coburn | Board Member (Town of Corydon) |
| Herb Schneider | Board Member (Town of Lanesville) |
| Bill Byrd | Board Member (Town of Milltown) |
| Darin Duncan, P.E. | Board Member (Secretary) |
| Dan Lee, P.E. | Board Member |
| Danny Schroeder | Board Member |
| Chris Byrd | Board Attorney |
| Aaron Tolliver | Aqua Utility Services |
| Bob Woosley, P.E. | Heritage Engineering |

Absent:

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|----------------|-----------------------|
| Steve Tolliver | Aqua Utility Services |
|----------------|-----------------------|

Guests:

| | |
|---------------|--------------------------|
| Bruce Kennedy | Harrison County Resident |
| Joe Masching | Harrison County Resident |

**Town voting member. (2024 vote will belong to the Town of Lanesville)
(Order of voting: 2024 – Lanesville, 2025 – Corydon, 2026 - Milltown)*

Action Items:

- 1. Executive Session:** An executive session of the Board was held prior to the start of the regular meeting. The executive session was held to discuss ongoing litigation. No action was taken during the executive session. The executive session ended at 8:30 am.
- 2. Board Appointments:** Charlie Crawford (Commissioner appointment) and Dave Coburn (Town of Corydon appointment) both reported to the Board that they had been reappointed to the Board by their respective entities.
- 3. January 19, 2024 HCRSD Board Meeting Minutes:** *Motion made by Darin Duncan, second by Gary Davis, to approve the meeting minutes. Motion approved unanimously.*
- 4. Berkshire WWTP Operations Report (January):** Aaron Tolliver presented the January operations report. All parameters were met for the month of January. Aaron stated due to the numerous rain events high flows were experienced that resulted in more trash/debris/grease entering the plant causing the screens in the EQ basin to clog. Due to

the clogging additional sludge hauling and vector cleaning was needed during the month (resulting in increased cost). *A motion was made by Dan Lee, seconded by Charlie Crawford to accept the January operations report. Motion approved unanimously.*

- 5. Billing Software:** The current billing software is no longer being supported by the vendor. The updated version of the software is more robust and is hosted in the cloud. The current software being utilized by the District is hosted on a single computer and cannot be accessed by outside users making it difficult to pull customer records remotely. Due to the cost of the software update no decision was made to purchase the new billing software. The District will continue to utilize the current software for the foreseeable future. A decision on upgrading the software to the new version, or switching to a new vendor, will be made at a later date. Aaron Tolliver reported he is looking into options for an on-line pay portal, customers have been requesting this as an option for making payments.
- 6. Kepley Fields:** Bob Woosley reported the Developer has submitted their intent to change the proposed 55 apartments to 27 single family homes. A preliminary plat was submitted for comments. Final plans have not yet been submitted for approval. Darin Duncan asked what impact this would have on capacity fees collected. Capacity fees are being utilized to pay back the \$250,000 loan to the County. Bob Woosley will calculate the fee and report back to the Board.

7. Treasurers Report

- a. Treasurer’s Report:** Gary Davis presented the Treasurer’s Report. *Motion made by Darin Duncan, seconded by Dan Lee, to approve the Treasures report. Motion approved unanimously.*
- b. Claims:** *Motion made by Gary Davis, second by Herb Schneider, to pay the following claims. Motion approved unanimously.*

District Checking Account:

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|--|-------------|
| i. Harrison REMC-WWTP electric service | \$1,587.46 |
| ii. Duke Energy – lift station electric service | \$49.4 |
| iii. Town of Corydon – January sewer bills | \$7,529.98 |
| iv. Lanesville Utilities – January sewer bills | \$1,371.09 |
| v. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint. | \$10,371.37 |
| vi. Church Langton Loop & Banet – attend Board meeting | \$150.00 |
| vii. IDEM – annual base & flow permit fees | \$810.00 |
| viii. Heritage Eng. – Retainer/web site | \$2,211.40 |
| ix. Infinity Homes – sewer deposit refund | \$150.00 |

Next Meeting:

Regular Board Meeting: **March 15, 2024 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.

Darin Duncan, P.E., Secretary

Danny Schroeder

Herb Schneider, Town Representative