

Harrison County Regional Sewer District

January 18, 2017 Meeting Minutes

Meeting Date: January 18, 2017
8:30 am
Harrison County Community Foundation
Corydon, IN 47112

In Attendance:

Gary Davis	Board Member (VP/Treasurer)
Tom Tucker	Board Member (President)
Bill Byrd	Board Member (Town of Milltown)*
John Kintner	Board Member (Town of Corydon)
Tony Combs	Board Member (Secretary)
Dan Lee, P.E.	Board Member
Matt Beckman	Board Member (Town of Lanesville)
Jim Klintstiver	Board Member
Bob Woosley, P.E.	Heritage Engineering
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)

Absent:

Darin Duncan, P.E.	Board Member
Chris Byrd	Board Attorney

**Town voting member. (2018 vote will belong to the Town of Lanesville)*

Action Items:

- 1. December 21, 2016 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Dan Lee to approve the meeting minutes. Motion approved unanimously.*
- 2. Berkshire WWTP:**
 - a. Operations Report (December):** Steve Tolliver reviewed the monthly report. The plant remains in full compliance with all permit parameters. Steve noted that during the past 30 days there were several rain events (one of which was a 3" event) that did not cause any issues at the lift stations or WWTP. *A motion was made by Gary Davis, second by Tony Combs to accept the December Operations Report. Motion approved unanimously.*
 - b. Power Issues:** Steve Tolliver and Bob Woosley reported the supplier of the Motor Savers provided additional motor saver units for the WWTP, Schmidt Lift Station, and Lanesville Lift Station. All units have been installed and are functioning as intended. There is one extra unit that will be kept as a spare in the event one of the units needs to be replaced in the future.
 - c. Flow Meter Calibration:** Steve reported the flow meter at the WWTP must be calibrated annually per the IDEM permit. He stated he solicited three (3) quotes. The low was from the same company that performed the calibration in 2016 (DA2 Squared). This work will proceed immediately.

- 3. Long Range Plan Update:** Bob Woosley provided an update from the sub-committee. The sub-committee recommends moving forward with a kick-off meeting with the Council and Commissioners to discuss an overview of the history of the District and the tasks accomplished by the District since formation. This meeting would be used an opportunity to discuss with the elected officials the District's thoughts on moving forward in the future and what items of concern do the elected officials want to ensure are addressed by the District. Bob will work to schedule this work session for February (preferably after the next scheduled District Board meeting).

4. Treasurers Report:

- a. *Motion made by Bill Byrd, second by Jim Klintstiver to approve the December 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	\$1,419.68
ii. Duke Energy – lift station electric service	\$26.17
iii. ACH - Checks & Check Register	\$104.39
iv. Aqua Utility Services – Jan. WWTP Op. & LS Maint.	\$3,139.23*
v. Town of Corydon – Dec. sewer bills	\$3,564.48
vi. Dillman, Chastain, Byrd – meetings & legal ad	\$196.72
vii. Heritage Eng. – retainer/website/utility locate assistance	\$905.00
viii. US Postal Services – 2017 PO Box renewal	\$130.00

**Increased as a result of annual inflationary increase allowed per contract.*

- c. *Long Range Plan Update: Motion made by Jim Klintstiver, second by Bill Byrd to approve the Heritage Engineering invoice in the amount of \$345.00. Motion approved unanimously. This invoice will be paid by the County as part of the approved County Funds in account number 30302.*

5. Other Items:

- a. **Board Appointments:** Gary reported that he and Dan Lee were both re-appointed to the Board by the Harrison County Council.
- b. **Board Meeting Date:** Tom suggested the meetings be moved from the current third Wednesday of the month to a new day to allow Dan Lee to attend. Dan's work schedule takes him out of town during the middle part of the week. It was agreed that the meetings will be moved to Friday if the HCCF meeting room is available. Tom will follow up and let everyone know if this change will be made.

Next Meeting:

Regular Board Meeting: **February 15, 2017 at 8:30 am** @ Harrison County Community Foundation Building. This date is tentative and may be changed.

Minutes prepared by: Heritage Engineering

End of Minutes

Approved by:

Tom Tucker, President

Jim Klinstiver, Board Member

Gary Davis, V.P./Treasurer

Dan Lee, P.E.

Tony Combs, Secretary

Darin Duncan, P.E.

Town Representative