

# Harrison County Regional Sewer District

## July 17, 2020 Meeting Minutes

Meeting Date: July 17, 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)
Gary Davis	Board Member (VP/Treasurer)
Bill Byrd	Board Member (Town of Milltown)*
Dan Lee, P.E.	Board Member
Tony Combs	Board Member (Secretary)
Charlie Crawford	Board Member
John Kintner	Board Member (Town of Corydon)
Chris Byrd	Board Attorney
Bob Woosley, P.E.	Heritage Engineering

Absent:

Darin Duncan, P.E.	Board Member
Matt Beckman	Board Member (Town of Lanesville)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)

Guests:

Jason Copperwaite	Primavera & Associates
Don Thieneman	Via telephone

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

*Note: Bill Byrd left the meeting at 9:15 am. Voting for Towns was assumed by John Kintner.*

Action Items:

- 1. July 17, 2020 HCRSD Board Meeting Minutes:** *Motion made by Bill Byrd, second by Dan Lee to approve the meeting minutes. Motion approved unanimously.*
- 2. Sanitary Sewer Connection Request (2140 SR 64):** Jason Copperwaite made a request on behalf of the applicant (Mr. Don Thieneman). Mr. Thieneman recently purchased the property and wishes to connect to the District's existing 6" force main that runs along the right of way of SR 64. Mr. Thieneman was available via phone (Jason called him and put him on speaker phone during the meeting). Mr. Thieneman stated he would like to put the property back into use (there is currently a building on the property that has sat vacant). He said the Harrison County Health Department has informed him that he will need to connect to the sanitary sewer due to the existing on-site system being inadequate. The District's currently policy prohibits direct connections to force mains unless a request is made by the Health Department to allow a connection to be made. *A motion was made by Gary Davis, second by Tony Combs to allow for connection to be made to the 6" force main contingent upon the applicant providing documentation from the Harrison County Health Department stating the requirement to connect to the District's sewer system. Motion approved*

*unanimously.* Bob Woosley will follow up with the applicant. An application will need to be submitted along with all fees required to be paid to the District. In addition, Bob will send the applicant a copy of the pump details needed for connection. The applicant shall be responsible for all costs associated with the connection.

- 3. Sewer Rate Increase (Corydon and New Salisbury customers):** Tom Tucker presented the need for a sanitary sewer rate increase for all customers. He presented historical data for operational expenses over the past several years. Rates have not been increased since 2016. The District's current Rate Ordinance No. 2016-02 allows for rate increases of not more than 5% annually. Based on the historically data Tom recommended an increase of 3% for the Corydon customers (previously referred to as Hospital Medical Campus customers) and 5% for the New Salisbury customers. *A motion was made by Charlie Crawford, second by Tony Combs to increase rates for the Corydon customers by 3% and New Salisbury customers by 5% effective September 1, 2020. Motion approved unanimously.* Note: These increases do not apply to the Lanesville Interchange system customers. Chris Byrd will prepare an Ordinance for approval at the August meeting to ratify this motion. Chris will also work with Steve Tolliver to send out notifications to all customers of these systems regarding these rate increases.
- 4. Corydon Rate Increase (Tracking Increase):** Tom Tucker presented information related to the current increases being implemented by the Town of Corydon to the District for increased sewer rate charges that are being implemented over a specified time due to Corydon's recent rate increase. The District suffered a loss last month due to this increase and it not being passed along to our customers. *A motion was made by Bill Byrd, second by Gary Davis to allow for immediate increases in the Corydon customers rates to reflect the changes being made to the rates by the Town of Corydon. This motion also allows for a tracking increase to automatically occur to follow along with the proposed future increases to be made by the Town of Corydon. This tracking increase shall be retroactive and is effective with the June bills that are payable in July. Motion approved unanimously.* Chris Byrd will prepare an Ordinance for approval at the August meeting to ratify this motion. Chris will also work with Steve Tolliver to send out notifications to all customers of these systems regarding these rate increases.
- 5. Berkshire WWTP & New Salisbury System:**
  - a. Operations Report (June):** Bob Woosley presented the monthly report provided to him by Steve Tolliver in advance of the meeting. The plant met all permit requirements during the month of June. *A motion was made by Tony Combs, second by John Kintner to accept the June Operations Report. Motion approved unanimously.*
  - b. Emergency Repair at the WWTP Effluent Lift Station:** Bob Woosley informed the Board one pump failed completely and the second pump is now having issues. The pump that failed cannot be repaired. *A motion was made by Tony Combs, second by Charlie Crawford to allow for a new replacement pump to be ordered immediately (estimated cost is \$5,000). Motion approved unanimously.* Bob will return to the Board at the August meeting with plans for replacing both pumps with oversized pumps that can handle increased flow for future expansion of the WWTP.
  - c. Televising Work:** SSK (owners of the mobile home park and land) followed up this week granting us permission to televise that sanitary sewer lines. Bob Woosley will follow up with the contractor (HyrdMax) to have this work performed immediately.

- d. **Future Projects:** The Board requested that Bob Woosley prepared an overall summary of future work/projects needed listed by priority that can be reviewed at the August meeting. This information will likely be taken before the County for a funding request.

**6. Kepley Fields Development:**

- a. Bob Woosley reported an issue that arose during construction this week. The contractor left a manhole open that allowed surface water to enter during a recent rainfall event. Bob's office met on site with the contractor and the issue has been resolved. However, sediment entered the system before it could be corrected. We have notified the contractor they will need to flush and clean our downstream system, this includes the Star Gas Lift Station and may include the EQ tank at the WWTP.

**7. Poplar Trace Development:**

- a. Bob Woosley reported this project has been resurrected by Matt Toole. Construction is underway. Bob's office noticed an issue with the type of stone being utilized as backfill and notified the contractor. This issue has been resolved.
- b. Bob will follow up with the developer to obtain the application for sewer service and for all fees to be paid to the District.

**8. Stormwater Oversight:**

- a. Bob reported he went before the Commissioners at their meeting held on July 6, 2020 to ask if they had any desire to revisit the District providing assistance to the County regarding stormwater oversight (note: a previous request was made in 2013 but the County had no interest at that time). The Commissioners were open to the idea but not yet ready to make any commitments. They asked that the District come back before them with more specific details. The Board discussed this and decided to table discussion on this item at this time.

**9. Treasurers Report:**

- a. *Motion made by Dan Lee, second by John Kintner to approve the June 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	\$1,459.67
ii. Duke Energy – lift station electric service	\$21.19
iii. Town of Corydon – June sewer bills	\$8,863.33
iv. Aqua Utility Services – WWTP Op., LS Maint., Misc. Maint.	\$5,754.75
v. Lanesville Utilities – June sewer bills	\$620.33
vi. Dillman Chastain Byrd LLC – attend Board meetings	\$100.00
vii. Bennett & Bennett – annual insurance renewal	\$4,294.00
viii. Heritage Eng. – retainer/website hosting/OCRA grant	\$2,761.00

Next Meeting:

Regular Board Meeting: **Friday August, 2020 at 8:30 am** at the Harrison County Community Foundation Building.

Minutes prepared by: Heritage Engineering

**End of Minutes**

Approved by:

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Tom Tucker, President

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Charlie Crawford

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Gary Davis, V.P./Treasurer

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Dan Lee, P.E.

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Tony Combs, Secretary

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Darin Duncan, P.E.

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Town Representative