

# Harrison County Regional Sewer District

November 21, 2012

## Meeting Minutes

Meeting Date: November 21, 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)
Rusty Sizemore	Board Member (Town of Lanesville)
Dan Lee	Board Member
Jim Klintstiver	Board Member
Chris Byrd	Board Attorney
Bob Woosley	Heritage Engineering (District's Engineer)
Steve Tolliver	Aqua Utility Services (Berkshire WWTP Operator)
Rob Huckaby	Stantec
William Marshall	Stantec

Absent:

Fred Cammack	Board Member (Town of Corydon)*
J.R. Eckart	Board Member
Bill Byrd	(Town of Milltown)

Guests:

Herb Schneider	Town of Lanesville
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Action Items:

- 1. October 17, 2012 HCRSD Board Meeting Minutes:** *Motion made Tony Combs, seconded by Gary Davis to approve the minutes. Motion approved unanimously.*
- 2. Lanesville School Campus Stormwater Quality Unit Bid Opening:** Bids were received and read aloud. Four (4) contractors were requested to submit. The results are as follows:

Cornell Harbison	\$115,883
Fulkerson Contracting	\$63,985
MAC Construction	Did not submit
RL Vuckson	Did not submit
Engineer's Estimate	\$49,500

*A motion was made by Gary Davis, seconded by Jim Klinstiver to take the bids under advisement. Motion approved unanimously.*

- 3. Berkshire WWTP Operations Report (September):** Steve Tolliver presented the October 2012 Operations Report and reported the following: 1.) Everything is in compliance and there were no issues to report. 2.) The generator has been serviced and all repairs have been made, 3.) Two loads of sludge was removed and hauled to Lanesville for treatment, and 4.) The motor starter on the blowers has been replaced. *Motion made by Dan Lee, seconded by Jim Klinstiver to approve the October Operations Report. Motion approved unanimously.*

**4. New Salisbury EDA Grant Update:**

- i. Roadway Maintenance Agreement:** Chris Byrd presented a copy of the agreement that was drafted and submitted to EDA for approval. Chris has been in contact with SSK and at this point they appear to be in agreement with the document and are prepared to sign. Chris has forward this document to EDA for review and approval prior to getting SSK to sign to ensure that EDA will accept the document. Currently awaiting EDA approval.
- ii. Property Owner Update Letter:** Bob Woosley asked that a letter be sent to the property owners to provide a project update and advise them of the anticipated schedule for construction. The Board agreed that this was a good idea. Chris Byrd will draft a letter to send out to the property owners.
- iii. EDA Update:** Chris Byrd reported that he and Bob Woosley have been in constant contact with EDA officials and have been submitted information to them on a regular basis to address any issues that have been brought to the HCRSD's attention during EDA's review. To date all outstanding items have been addressed with the following items still awaiting official EDA approval:
  - **Parcel A13 (Robert Bush)** - Awaiting approval of documentation submitted indicating that Missi Bush-Sawtelle has the legal authority to sign on behalf of her deceased father.
  - **Parcel A15 (Ramsey VFD)** - Awaiting approval of documentation submitted indicating that Pete Martin has the legal authority to sign on behalf of the Ramsey VFD.
  - **Parcel A22 (Chandani – aka Thriftway)**: Awaiting approval of documentation submitted indicating that Mr. Patel has the legal authority to sign on behalf of Chandani.
  - **Road Maintenance Agreement at Berkshire MHP:** Awaiting approval that document submitted will be acceptable to EDA. Upon approval Chris Byrd will proceed with getting the document signed by SSK.

**5. Lanesville Interchange:**

- a. Agreement with the Town of Lanesville:** All changes to the Agreement that were discussed in previous meetings have been made. The Town of Lanesville has signed the agreement. Agreement is now awaiting adoption by the HCRSD Board. A motion was made by Gary Davis, seconded by Tony

Combs to allow Tom Tucker to sign the agreement on behalf of the District.  
Motion passed unanimously.

Next Steps:

- 1: Four copies of the Agreement need to be signed by the Commissioners and Council.
- 2: Present the Agreement at the Commissioners meeting on December 3<sup>rd</sup>, 2012 for approval. (Tom Tucker will make this presentation.)
- 3: Present the Agreement at the Town Council meeting on December 10<sup>th</sup>, 2012 for approval. (Tom Tucker will make this presentation.)

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

**a. Lanesville Campus:**

- i. Contractor Bids:** The two bids opened earlier in the meeting came in slightly higher than expected. The Board instructed Rob Huckaby to meet with the apparent low bidder (Fulkerson) to discuss their bid and search for any cost saving measures that can be performed. A recommendation for award and approval will be presented at the Board's December 19, 2012 meeting.
- ii. Schedule:** work shall not take place during the Christmas holiday break since most asphalt plants will not be open. Work will likely occur during the spring break holiday for the school. It is anticipated this work will take less than two (2) weeks to complete (weather dependent).
- iii. Budget:** Bob Woosley asked how much funding would be left in the budget assuming award of this contract to low bidder with no adjustments made to their bid price. Rob Huckaby stated that approximately \$6,000 would remain for the future project and education exhibit (it was originally thought there would be \$20,000 remaining for this work). It is hoped that by working with the Contractor sufficient cost saving measures will be identified to allow for the future improvements to be made at the Corydon School Campus without the need to request any additional funds.

- b. Encumbrance of Funds:** The Harrison County Commissioners approved the Interlocal Agreement to transfer the funding to the District at their meeting on November 19, 2012. Tom Tucker distributed copies of the approved agreement to all Board members. *A motion was made by Gary Davis, seconded by Tony Combs to allow Tom Tucker to sign the Interlocal Agreement. Motion approved unanimously.*

**7. Treasurer's Report:**

- a. A motion was made by Gary Davis, seconded by Jim Klintstiver to approve the following invoices, motion approved unanimously:**
  - i. Heritage Engineering's invoice in the amount of \$2,906. This amount will be charged to the District's Operating Budget.**

- ii. Heritage Engineering's invoice in the amount of \$1,035. This amount will be charged to the District's Project's Budget. This invoice was for time spent on the EDA grant and is eligible for reimbursement if sufficient funds remain at the end of the project.

- b. *A motion was made by Tony Combs, seconded by Dan Lee to approve the October Treasurer's report and to pay the invoices listed below. Motion approved unanimously.*

Harrison REMC – WWTP Electric Service	\$885.45
Stantec Consulting – Stormwater Project	\$4,749.00
Aqua Utility Services – Sludge Haul & Auto Dialer	\$1,103.00
Aqua Utility Services – Blower Maintenance	\$885.34
Aqua Utility Services – Nov WWTP Operations	\$2,349.84
Town of Corydon – Oct. sewer charges	\$5,968.65

Next Meeting:

Regular Board Meeting: **Wed. December 19, 2012 at 8:30 am** @ 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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Tony Combs, Secretary

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Jim Klinstiver

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Daniel Lee

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Gary Davis, V.P./Treasurer

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JR Eckart

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Towns - Corydon (Fred Cammack)