

# Harrison County Regional Sewer District

## February 7<sup>th</sup>, 2007 Meeting Minutes

Meeting Date: February 7<sup>th</sup>, 2007  
11:30 am  
Harrison County Commissioner's Room  
Harrison County Courthouse  
Corydon, IN

<u>In Attendance:</u>	Darin Duncan	Board Member (Secretary)
	Daniel Lee	Board Member
	Rusty Sizemore	Board Member (Town of Lanesville)
	Tom Tucker	Board Member (President)
	Tony Combs	Board Member
	Fred Cammack	Board Member (Town of Corydon)*
	Alan Pate	Town of Palmyra
	Bob Woosley	Heritage Engineering (RSD Consultant)
	Steve Hall	FMSM Engineers (RSD Consultant)
	Chris Byrd	Board Attorney
Absent:	JR Eckart	Board Member
	Jim Pevlor	Board Member (Town of Milltown)
	Gary Davis	Board Member (Vice President/Treasurer)
Guests:	Kevin Russell	County Engineer
	Eric Wise	Plan Commission
	Larry Ott	Plan Commission

\* Town Voting Member

### Action Items:

1. **Approved January 24<sup>th</sup>, 2007 Meeting Minutes.** Motion made and seconded to approved the minutes. All voted in favor of this motion.
2. **Berkshire WWTP (Statement of Qualifications):** Four firms submitted SOQ's for the review of the proposed improvements to the WWTP. The firms submitting were:
  - American Consulting Engineers
  - HMB Professional Engineers, Inc.
  - Capitol Engineering, Inc.
  - Bernardin, Lochmueller & Associates, Inc.

Motion made by Darin Duncan and seconded by Dan Lee to take these proposals under advisement until the next Board meeting. All voted in favor of this motion.

It was noted that Asbury Technologies called on Tuesday (Feb. 6<sup>th</sup>) to ask for an extension on submitting their SOQ (deadline for submittal was 4 pm on Feb. 6<sup>th</sup>). Their reason was that they are located in Indianapolis and inclement weather prohibited them from delivering their SOQ by the stated deadline. They were going to overnight the package for a guaranteed noon delivery on Feb. 7<sup>th</sup>. The package did not arrive by 11:35 am (that is the time at which the meeting officially began). After much discussion it was determined that their SOQ would not be accepted.

3. **Corydon Flow Request (Hospital Service):** The Town of Corydon (via their engineer) has responded to the District's request for additional information. The following questions were answered (*Town engineer's answers in italics*):

- What are the limits of cleaning on the 12" sewer main?  
*The 12" from point where existing 8" enters to the manhole where 12" turns east along SR 337 should be cleaned.*
- What type(s) of provisions for future chemical feed are needed?  
*Provisions for future chemical feed should include a flat unobstructed area on which to place a chemical tank and/or feed equipment, say 15' x 15' at least two spare 30A circuits in electrical panel for future chemical feed equipment.*
- What type of flow meter does the Town prefer?  
*In this application the flow meter should be an open channel meter using a suitably sized PARSHALL flume as the primary element. Depth would be measured with an ultrasonic flow meter and sensor equal to that manufactured by Endress & Hansen flow meter should include a paper chart recorder.*

The location of the flow meter shall be immediately adjacent to the lift station. Bob Woosley shall contact the Hospital and inform them of the answers to these questions as well as advise them of the location of the flow meter.

4. **Plan Commission Letter (attachment to Minutes):** As discussed at the January 24<sup>th</sup> meeting a letter was drafted by Chris Byrd and sent to the Plan Commission asking that the District being added to the checklist of items that developers need to complete before developments obtain final approval (see attached letter). Eric Wise and Larry Ott from the Plan Commission were in attendance. They both agreed to have the District added to the checklist. This will begin immediately.
5. **Inter-local Agreement for Seed Money:** As discussed at the January 24<sup>th</sup> meeting a draft agreement was prepared by Chris Byrd and forwarded to John Colin (County Commissioner Attorney) to secure the \$50k seed money request. We are currently awaiting a response from Mr. Colin on the status of this agreement.
6. **Website Creation:** All members present agreed that the District would like to have their own website with a link to the County's website. The costs for this site are estimate to be: \$200 per year (hosting fee) plus a \$35 per year fee for Domain Name registration. Heritage Engineering shall prepare a draft website for review by the Board. The website will be reviewed and approved by the Board prior to posting.

7. **Lanesville Boundary:** Bob Woosley and Rusty Sizemore shall meet prior to the next Board meeting to draft a proposed service boundary. This will be brought before the Board at the next meeting for further discussion.
8. **Milltown WWTP:** It appears that the Town is over budget on their proposed WWTP improvements. Jim Pevlor (Town of Milltown) has asked to approach the Board with their additional funds request. The Town would like support from the District prior to making a request to the Commissioners. Board members asked: are all improvements they are making necessary at this time? Bob Woosley will meet with Jim Pevlor to discuss the proposed improvements, costs, and future capacity for the District.
9. **Next Meeting (Date/Place Change):** The next meeting has been moved from Wed. Feb. 21<sup>st</sup> to Thursday Feb. 22<sup>nd</sup>. This meeting will be held in Lanesville. Rusty Sizemore will coordinate the location and time. Bob Woosley will send out final notices informing everyone of the location and time of the meeting. A site visit will also be held to review the Lanesville WWTP operations.
10. **Alliance of Indiana:** Rusty Sizemore informed the Board that he has spoken with Alan Ash of the Alliance. Mr. Ash would like to make a 5 minute presentation to the Board regarding his group and the benefits they offer Districts. Rusty will coordinate inviting him to a future meeting and will notify the Board in advance to allow it to be place on the agenda.
11. **205j Grant (Quarterly Review Meeting):** Dan Lee informed the Board that on February 13<sup>th</sup> there will be a quarterly review meeting at the Harrison County Annex. Dan and/or Steve Hall will send out email confirmation to everyone providing date/time and other specifics regarding the meeting.
12. **Heritage Engineering (Invoice):** Motion made and seconded to approve the January invoice for Heritage Engineering. Motion carried with a unanimous vote. Note: FMSM's charges are included on Heritage's invoice.

#### Summary of Items Discussed

1. PR Opportunity/Schmidt Cabinet Agreed Order Update: Heritage will draft an article for review by all Board members. This will be sent out in advance and discussed further at the next meeting.
2. Stormwater Ordinance: Heritage and FMSM were asked to prepare an estimate of annual anticipated costs which may be incurred by the County should a stormwater ordinance be implemented. This information will be presented to the RSD Board at the next meeting in order to support discussions between the Board and the County Commissioners regarding their interests in continuing to develop a stormwater management ordinance.

#### Next Meeting:

1. February 22<sup>th</sup>, 2007: Time and Place to be determined. (Will be in Lanesville)
2. Agenda Items:
  - Berkshire SOQ's (discussion on SOQ's, shortlist and/or selection of firm)
  - Hospital Service: update

- Stormwater Ordinance – review
- Website: review site
- Lanesville Boundary: review draft boundary
- Public Relations Article: review draft article
- Milltown: review funding request

Minutes prepared by: Heritage Engineering/FMSM Engineers

**End of Minutes**

Approved By:

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Tom Tucker, President

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Tony Combs

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Darin Duncan, Secretary

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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