

Town of Huntertown Utility Service Board Meeting Minutes for Monday, March 1, 2021
Huntertown Town Hall, 15617 Lima Road

A virtual meeting of the Huntertown Utility Service Board was held on Monday, March 1, 2021. The meeting, utilizing the Zoom app, was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance via the Zoom app were board members Mark Burnworth, Kerri Garvin, and Brad Hite (P); Town Manager Beth Shellman; Clerk-Treasurer Ryan Schwab; Scott Karst and Derek Frederickson of Engineering Resources, Inc.; five (5) members of the public and one (1) member of the media.

Brad Hite called the meeting to order at 5:00 p.m. with the Pledge of Allegiance.

BOARD ACTION

Kerri Garvin made a motion to approve the minutes for the February 1, 2021 regular meeting. Mark Burnworth seconded. Motion passed, 3-0.

Mark Burnworth made a motion to approve a water and sewer application and special contract from North Eastern Development Corp. for the Rapids of Copper Creek Sec. III subdivision. Kerri Garvin seconded. Beth Shellman said that the special contract follows the same template as prepared for other developments and notes that the town will pay for any upsizing required and that the developer agrees to forego any 3-year revenue allowance allowed by state statute. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve a water and sewer application and special contract from North Eastern Development Corp. for the Highlands at Copper Creek Section II subdivision. Kerri Garvin seconded. Beth Shellman said that the special contract follows the same template as prepared for other developments and notes that the town will pay for any upsizing required and that the developer agrees to forego any 3-year revenue allowance allowed by state statute. After no further discussion, the motion passed, 3-0.

Brad Hite made a motion to approve a water and sewer application and special contract from Huntertown Retirement for two-additional lots in the Yellow Retirement Homes addition. Mark Burnworth seconded. Beth Shellman noted that 16-lots for this addition had previously been approved but the developer is seeking approval of two more connections. She also said that the special contract follows the same template as prepared for other developments and notes that the town will pay for any upsizing required and that the developer agrees to forego any 3-year revenue allowance allowed by state statute. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve a water and sewer application from Feders Meats for one additional connection at the property. Kerri Garvin seconded. The business is currently in the process of getting its property re-zoned and is wanting to separate the businesses' lines from the utility lines into the home on the property. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve Utility Service Board Resolution 2021-001, a Resolution approving the transfer of funds from the Water Operating Fund to the Water Bond & Interest Fund, and from the Sewer Operating Fund to the Sewer Bond & Interest Fund. Kerri Garvin seconded. Ryan Schwab said that during last year's State Board of Accounts Audit, it was explained to him that the town's bond and interest payments needed to be paid out of the bond and interest fund and not the operating fund. This resolution is to transfer funds to comply with this request. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve two quotes from H&H Sales Company for a 2021 F-550 4x4 Dump Truck in the amount of \$60,071.00 and a 2021 Ford X-250SC work truck with a service body in the amount of \$49,208.00. Kerri Garvin seconded. Beth Shellman said that the quote was received through the State's Sourcewell bidding process, so only one quote was needed. Ryan Schwab noted that the board is only responsible for two-thirds (2/3) of the total cost with each utility paying for one-third (1/3). The total for the board would be \$20,023.66 per utility for the dump truck and \$16,402.66 per utility for the work truck. After no further discussion, the motion passed, 3-0.

Kerri Garvin made a motion to approve a quote from Kenn-Feld Group in the amount of \$14,915.00 for two plows that will be attached to the new vehicles just approved. Mark Burnworth seconded. Beth Shellman said that the quote was received through the State's Sourcewell bidding process and only one quote was needed. Ryan Schwab noted that the board is only responsible for two-thirds (2/3) of the cost with each utility paying for one-third (1/3). The total for the board would be \$4,971.66 per utility. After no further discussion, the motion passed, 3-0.

NEW BUSINESS

Outside of items listed under Board Action, no new business was brought forth.

OLD BUSINESS

The following Old Business was brought forth:

- Derek Frederickson provided an update on the Northeast Regional Force Main project. He said that project is designed and has been submitted to the Indiana Department of Environmental Management (IDEM) for approval. The developer is getting bid proposals and hopes to have those by the end of the week of March 8-12. A land surveyor is working on final review of easements needed for the project. Beth Shellman provided the board with a template for easement acquirement for the board to review. She said she would send those final easement documents to the attorney for review and that the board will give final approval. She noted that she has spoken with the property owners who have all given verbal approval of their desire to allow the town to acquire the necessary easements. Some have asked for an extra utility connection in lieu of payment and she would like the board to give her approval to negotiate with those homeowners. No vote was taken, but there were no verbal objections.
- Water and sewer applications for Preserves at the Quarry (88 lots), Preserves at the Quarry (28 lots) and Keltic Pines (62 lots) were tabled.

REPORTS

Clerk-Treasurer Ryan Schwab had no report.

Town Manager Beth Shellman handed out a copy of her monthly report and detailed the following items:

- She provided information on different options for a potential system development charge. The Public Hearing for said charge is scheduled for the Huntertown Town Council meeting later that evening. There was no comment from the board on this topic.
- She asked board members about any interest in a Rotary Club for Huntertown. Mark Burnworth said he was interested.
- She has begun the request for survey work on Woods Road and those proposals would be considered at the March 1, 2021 meeting.

Outside of items listed under Old Business, Derek Frederickson had no further report.

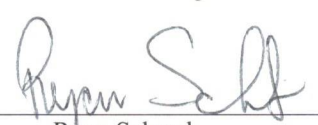
PUBLIC COMMENT

None were brought forth.

Kerri Garvin made a motion to adjourn. Mark Burnworth seconded. Motion passed with a voice vote. Meeting adjourned at 5:41 p.m.

Attest:


Brad Hite
President


Ryan Schwab
Clerk Treasurer