

Town of Huntertown Utility Service Board Meeting Minutes for Monday, August 16, 2021
Huntertown Town Hall, 15617 Lima Road

A public/virtual meeting of the Huntertown Utility Service Board was held on Monday, August 16, 2021. The meeting, also utilizing the Zoom app, was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance at Huntertown Town Hall were board members Mark Burnworth, Kerri Garvin, and Brad Hite (P); Town Manager Beth Shellman; Clerk-Treasurer Ryan Schwab; David Hawk of Hawk Haynie Kammeyer and Smith; Derek Frederickson of Engineering Resources, Inc.; five (5) members of the public and zero (0) members of the media. Attending via the Zoom App was one (1) member of the media.

Brad Hite called the meeting to order at 7:03 p.m. with the Pledge of Allegiance.

BOARD ACTION

Mark Burnworth made a motion to approve the minutes for the August 2, 2021, regular meeting. Kerri Garvin seconded. Motion passed, 3-0.

Mark Burnworth made a motion to approve the Northeast Regional Force Main agreement as presented. Kerri Garvin seconded. Derek Frederickson noted that an updated version of the agreement was finalized earlier in the day and only had a few small changes from the version given to the board in its packet. The changes increased the payback amount to Oakmont Development by \$17,000. After no further discussion, the motion passed 3-0.

Mark Burnworth made a motion to give conditional approval to a water and sewer main extension application for the Quarry Section IV, pending technical review by the engineering firm. Kerri Garvin seconded. Motion passed, 3-0.

Kerri Garvin made a motion to give conditional approval for a water and sewer main extension application and a special contract for Preserves at the Quarry Sections I and II, pending technical review by the engineering firm. Mark Burnworth seconded. Motion passed, 3-0.

Brad Hite made a motion to give conditional approval to a water and sewer service application and a special contract for Ridley Park Section I, pending technical review by the engineering firm. Kerri Garvin seconded. Motion passed, 3-0.

Mark Burnworth made a motion to give conditional approval to a water and sewer main extension application and a special contract for Rolling Oaks Sections III and IV, pending technical review by the engineering firm. Kerri Garvin seconded. Motion passed, 3-0.

Mark Burnworth made a motion to approve Change Order No. 1 from API Construction in a refunded amount of \$36,476.81. Kerri Garvin seconded. Derek Frederickson provided detail on the deduction and its impact on the final pay application. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve Pay Application No. 2 from API Construction in the amount of \$52,404.49 for work on the Lima Road Water Main extension project. Kerri Garvin seconded. Derek Frederickson said that the pay application is for all work completed less retainage. There is still an issue with the re-seeding in the impacted area. After no further discussion, the motion passed, 3-0.

Kerri Garvin made a motion to approve the purchase of a DS-64i Folder Inserter 2 Station at one-third the total cost of \$8,590 per utility, or \$2,863.33 per utility (water and sewer). Mark Burnworth seconded. Ryan Schwab said that the machine is used to fold and stuff utility bills for approximately 83 percent of the town's utility customers. The machine is also used to fold delinquent notices on a monthly basis as well. The purchase would complete the upgrades of all the technology needs of the utility office. After no further discussion, the motion passed, 3-0.

NEW BUSINESS

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

OLD BUSINESS

No Old Business was brought forth.

REPORTS

Clerk-Treasurer Ryan Schwab had the following report:

- He plans to begin working on the 2022 Utility Service Board budget and hopes to have a document for the board to review at its November meeting.

Town Manager Beth Shellman had the following report:

- The town's utility shop was struck by lightning during a severe weather event on Saturday, August 7, 2021. The SCADATA computer system was fried, and the town will be replacing it. Once a full cost is given to the town, that information will be passed on to the council.

Outside of items listed under Board Action, Derek Frederickson had no further report.

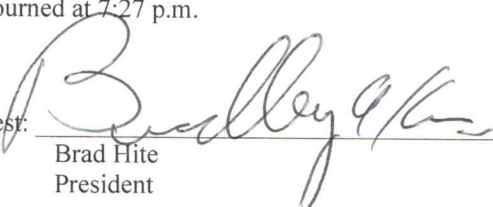
David Hawk had no further report.

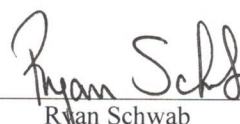
PUBLIC COMMENT

None were brought forth

Brad Hite made a motion to adjourn. Mark Burnworth seconded. Motion passed with a voice vote and the meeting adjourned at 7:27 p.m.

Attest:


Brad Hite
President


Ryan Schwab
Clerk Treasurer