

**Meeting of the Town Council of Huntertown, Indiana**  
**Monday, June 6, 2022, 6:00 p.m.**  
**Huntertown Town Hall, 15617 Lima Road**

A public/virtual meeting of the Huntertown Town Council was held on Monday, June 6, 2022, at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. The meeting utilized the Zoom App. Present at Huntertown Town Hall were board members Michael Aker, Patricia Freck, Brandon Seifert (P) and Michael Stamets; Resource Officer Brandon Reichert; Town Manager Beth Shellman; Clerk-Treasurer Ryan Schwab; Derek Frederickson of Engineering Resources Inc.; nine (9) members of the public and zero (0) members of the media. Attending the meeting via Zoom was one (1) member of the public and zero (0) members of the media. Absent was council member Gary Grant.

Brandon Seifert called the meeting to order with the Pledge of Allegiance at 6:22 p.m.

**COUNCIL ACTION**

Patricia Freck made a motion to approve the minutes from the May 16, 2022, Regular Meeting. Michael Stamets seconded. Motion passed, 4-0.

Michael Aker made a motion to approve the General, Water and Sewer claims dated May 16, 2022, in the amount of \$344,573.98. Patricia Freck seconded. Michael Stamets asked the clerk-treasurer if claim to the Allen County Sheriff's Department paid for both resource officers for all of 2022. Ryan Schwab confirmed the same. After no further discussion, the motion passed, 4-0.

Patricia Freck made a motion to approve Huntertown Resolution 2022-011, a confirmatory resolution application of RMI Properties, LLC/Riverside MFG, LLC for the designation of economic revitalization area NO. H-19. Michael Aker seconded. Rachel Black, Economic Development Specialist with the Allen County Department of Planning Services provided an overview of the resolution. After no further discussion, the motion passed, 3-0-1 (Stamets – Aye, Aker – Aye, Freck – Aye, Seifert – Abstain).

Michael Aker made a motion to approve Huntertown Resolution 2022-016, a Resolution approving 2022 pay 2023 real and personal property compliance with Statement of Benefits (CF-1 forms). Michael Stamets seconded. Rachel Black provided council with information on the four companies included in the resolution. After no further discussion, the motion passed, 4-0.

Brandon Seifert made a motion to approve Huntertown Resolution 2022-018, a Resolution determining substantial compliance for AITF Services, LLC/Adaptive Technologies, Inc. Michael Stamets seconded. Rachel Black asked the council to waive a non-compliance tag for the applicant, because of factors outside of the companies' control. She read the council a letter from the company explaining the factors of non-compliance. Approving the resolution would deem the company to be compliant. After no further discussion, the motion passed, 4-0.

Michael Aker made a motion to introduce Huntertown Ordinance 2022-007, an Ordinance amending Ordinance 2006-013, establishing rates, charges and rules for the use and services of the municipal water system of the Town of Huntertown. Patricia Freck seconded. Ryan Schwab provided an overview of the ordinance, which is eliminating the Utility Receipts tax under Indiana Code 6-2.3. Schwab said that a Public Hearing will be held on June 20, 2022, and then approval can be made at the July 5, 2022, meeting. The town will then have to notify residents through the utility bills of the change in rates for two billing cycles. The change will result in a small decrease in utility bills. After no further discussion, the motion passed, 4-0.

Michael Aker made a motion to introduce Huntertown Ordinance 2022-006, A Rezoning Petition (REZ-2022-0018) from Oakmont Development Company II, LLC. Michael Stamets seconded. Beth Shellman said that the plan is to rezone a plot of land at the southeast corner of Hathaway Road and Bethel Road from AR/Low Intensity Residential to R1/Single Family Residential for a 322-lot single family residential subdivision. Brandon Seifert expressed concern about some multi-family designations for the property and would like that issue to be better addressed before the council votes to approve. After no further discussion, the motion passed, 4-0.

Michael Aker made a motion to approve Huntertown Resolutions 2022-012, 2022-013, and 2022-014, resolutions regarding the extension of water and sanitary sewer service for 736 residential homes in “The Fens” subdivision (2022-012); for 716 residential homes in “Broad Acres” subdivision (2022-013) and for 61 residential homes in “Farmstead” subdivision (2022-014). The motion passed 3-1 for 2022-012 (Freck – Nay, Stamets – Aye, Aker – Aye, Seifert – Aye) and passed 4-0 for 2022-13 and 2022-014.

Michael Aker made a motion to approve Huntertown Resolution 2022-015, a Resolution approving a written uniform and apparel policy to become a part of the personnel policy and procedure manual and amending existing PERF, Boot Allowance and Cell Phone policies. Patricia Freck seconded. Beth Shellman provided an overview of the changes and highlighted the quotes received for new uniforms. Topics of conversation included whether boots were required and if phone records were subject to review. After no further discussion, the motion passed, 4-0.

Michael Aker made a motion to approve Huntertown Resolution 2022-019, a resolution regarding updates to the Standards and Specifications for Utilities in Huntertown. Michael Stamets seconded. Derek Frederickson provided an overview of the resolution. After no further discussion, the motion passed, 4-0.

Patricia Freck made a motion to approve the street light agreement with Indiana Michigan Power as presented. Michael Stamets seconded. Kelly Rentschler, representing I&M, provided the council with an overview of the agreement. After no further discussion, the motion passed, 4-0.

Michael Aker made a motion to approve the requested parking lot design for the new post office location as presented. Patricia Freck seconded. Ken Peters, representing the USPS as Project Manager with TowerPinkster, joined the council via Zoom and provided the council with an overview of the design plan and why he feels his plan is better than what the Allen County Highway department is recommending. After no further discussion, the motion passed, 4-0.

Patricia Freck made a motion to approve payment to Lift Automotive in the amount of \$3,533.44 through the town’s façade grant program. Michael Aker seconded. Motion passed, 4-0.

Patricia Freck made a motion to approve quotes from D&L Tree in the amount of \$12,500.00 for tree removal along Hand Road and in the amount of \$3,875.00 for tree removal in the Creekside subdivision and at Huntertown Town Hall. Michael Aker seconded. Motion passed, 4-0.

Michael Aker made a motion to purchase 100 rain barrels of various color in the amount of \$6,925.00, 120 barrel stands in the amount of \$2,155.20 and share the expense three-ways with the water operating and sewer operating funds. Patricia Freck seconded. Brandon Seifert provided council with an overview of the barrel program. Alexis Hathaway, representing the Northeast Indiana Regional Coordinating Council (NIRCC) also provided information on the program. After no further discussion, the motion passed, 4-0.

## **NEW BUSINESS**

Outside of items listed under Council Action, the following New Business was brought forth:

- Derek Frederickson informed the council that GIS Mapping has been updated and the town is working on gaining full access.
- Derek Frederickson provided the council with the updated 5-year pavement asset management plan to review.
- Derek Frederickson provided the council with an Opinion of Probable Cost for a READI grant application for water utility improvements totaling \$7,798,755. He said the grant would cover \$5 million of the cost and the remainder would be rolled into the bond refinance currently being worked on by Steve Carter of Krohn & Associates. Projects include a new elevated storage tower, main extension on Hand Road, and main oversizing for The Fens subdivision.
- Derek Frederickson provided the council with a preliminary overview of the water utility being put together by Steve Carter, for the use of determining available funding for capital projects for the water utility. Carter will be providing an in-depth review in July.
- Beth Shellman asked the council to consider the process of renaming Old Lima Road through downtown Huntertown to Main Street. The change was recommended by USI Consultants, who is performing a downtown Focus Plan for the Town. The town currently has a street named Main Street which would also have to be renamed. Shellman said that since State Road 3, adjacent to Old Lima Road, is also referred to as Lima Road, the two streets can be confused. It would make more sense for Old Lima Road to be named Main Street since it is the main roadway through downtown Huntertown and that the current Main Street is much smaller. Council members shared opinion both for and against changing street names, but no decision was made.

## **OLD BUSINESS**

Outside of items listed under Council Action, the following Old Business was brought forth:

- Derek Frederickson provided the council with an Opinion of Probable Cost as the town considers entering an agreement with Allen County to spend \$2 million of the counties' ARPA funds. The list totaled \$2,333,409.00 in projects. He also said that his firm has become aware of a \$250,000 culvert project on Old Lima Road that would also qualify and could replace one of the projects detailed to keep the town closer to the \$2 million in expenses. After no further comment, no action was taken.

## **REPORTS**

Michael Stamets had the following report:

- He contacted the State Board of Accounts to address the following questions/topics, and these are the answers:
  1. Do claims need approval before they can be paid? Through ordinance, some claims can be paid without council approval. Ryan Schwab said that the town does have an ordinance covering this.
  2. Does the council president have the authority to approve payment of claims without contacting the rest of the council? No, claims must be approved by the town legislative body only, per Indiana Code.
  3. Does the clerk-treasurer have authority to pay claims to his/her personal preference or must they pay claims per the wishes of the council? A clerk-treasurer has the authority to pay claims in the manner he/she sees fit.
  4. Should the clerk-treasurer question expenses on an invoice if they know they are incorrect, even if it is to the benefit of the town? Yes, the clerk-treasurer is required to certify the accuracy of all invoices. A pattern of misbehavior in this area could result in the removal from office.

- He also why the town is asking the Allen County Department of Planning Services to contact them when someone applies for a tax abatement and why that information was not presented to the council before a letter was sent to the county. Beth Shellman said that companies should know that they have other options aside from tax abatements and since those options could be beneficial to both the applicant and the town, she wants to opportunity to speak with any businesses before they finalize a tax abatement.
- He also asked why the council has not been asked about the potential abolishment of the Utility Service Board before he sees it on the Town Manager's report. Beth Shellman said it is on her report and an item of discussion for this meeting. Stamets expressed his frustration with how the council is not involved in as much of the decision making as he thinks it should.

Resource Officer Brandon Reichert had the following report:

- With the weather warming, golf cart activity is increasing, and he is working on enforcement of registration.
- Resource Officer Pedro Yaruchyuk introduced himself to council. June 6, 2022, was his first day as Resource Officer.

Clerk-Treasurer Ryan Schwab had the following report:

- He is working with department heads on planning the budget for 2022 and hopes to make a budget presentation to council in July.

Outside of items listed under Council Action, Town Manager Beth Shellman issued a handout of her report and highlighted the following item:

- She handed out LPA Consultant selection score sheets for the Carroll Road reconstruction project. Three companies have submitted bids for Construction Inspection services (American Structurepoint Inc; GAI Consultants; and USI Consultants). Patricia Freck said she would like to score for this project. A second scorer was not determined during the public meeting.

Derek Frederickson had no further report.

## **PUBLIC COMMENT**

None were brought forth.

Patricia Freck made a motion to adjourn. Michael Aker seconded. The motion passed with a voice vote and the meeting adjourned at 9:02 p.m.

Attest:

Brandon Seifert  
President

Ryan Schwab  
Clerk Treasurer