

Town of Huntertown Utility Service Board Meeting Minutes for Monday, November 6, 2023
Huntertown Town Hall, 15617 Lima Road

A public meeting of the Huntertown Utility Service Board was held on Monday, November 6, 2023. The meeting was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance were board members Kerri Garvin (P) and Anthony Ramey; Town Manager Beth Shellman; Clerk-Treasurer Ryan Schwab; David Hawk of Hawk Haynie Kammeyer & Smith; Derek Frederickson and Jim Breckler of Engineering Resources Inc.; Water Plant operator Gabriel Brindle; seventeen (17) members of the public and zero (0) members of the media. Board member Michael Stamets participated via electronic means.

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

NOTE: Michael Stamets attended the meeting via electronic means and arrived at 5:09 p.m. He was absent for the first five (5) votes.

BOARD ACTION

Anthony Ramey made a motion to re-approve the minutes from the August 7, 2023, meeting and the September 5, 2023, meeting. Kerri Garvin seconded. Ryan Schwab explained the changes that were made to each set of minutes. After no further discussion, the motion carried 2-0.

Anthony Ramey made a motion to approve the minutes from the October 2, 2023, meeting as presented. Kerri Garvin seconded. Motion carried 2-0.

Anthony Ramey made a motion to approve a new water and sewer service application from the Allen County Highway Department for 2234 Carroll Road. Kerri Garvin seconded. Motion carried 2-0.

Anthony Ramey made a motion to approve a new water and sewer service application from Parkview Health Systems, Inc. for 15333 Hunters Ridge Lane. Kerri Garvin seconded. Motion carried 2-0.

Anthony Ramey made a motion to approve a quote from Living Waters Company Inc. in the amount of \$6,998.00 for a new phosphate pump at the water treatment plant. Kerri Garvin seconded. Motion carried 2-0.

Anthony Ramey made a motion to approve an annual service agreement from Centrisys CNP in the amount of \$4,995.00 for maintenance on the centrifuge at the wastewater treatment plant. Kerri Garvin seconded. Motion carried 3-0.

Anthony Ramer made a motion to approve a quote from Fleming Excavating in the amount of \$77,680.00 for water main oversizing along Shoaff Road for the Creekside Crossing development. Michael Stamets seconded. Motion carried 3-0.

Anthony Ramey made a motion to approve a Huntertown Water Treatment Plant Firm Capacity improvement agreement with Engineering Resources in the amount of \$46,120.00. Michael Stamets seconded. The project will consist of installation of a fourth high service pump, variable frequency drive, pump suction and discharge improvements, chlorine injection for the new pump, and electrical improvements at an estimated cost of \$450,000. After no further discussion, the motion carried 3-0.

Anthony Ramey made a motion to approve Change Order No. 1 from Richard Rider Electric for the wellfield expansion project which provided a one-month extension for completion from December 1, 2023, to December 29, 2023. Michael Stamets seconded. Motion carried 3-0.

Michael Stamets made a motion to approve Allowance Authorization No. 1 from Richard Rider Electric for the wellfield expansion project in the amount of \$4,178.00. Anthony Ramey seconded. The authorization would allow for additional wire, conduit, water and main and all labor required for the relocation of well 8. After no further discussion, the motion carried 3-0.

Anthony Ramey made a motion to approve Utility Service Board Resolution 2023-004, a Resolution to fix salaries for elected and appointed officials and employees of the Town of Huntertown effective with the first payroll of 2024 and all payrolls of 2024. Kerri Garvin seconded. Beth Shellman presented the details, which includes a seven-percent increase in salary for all elected, appointed, salary and hourly employees; adds longevity pay of \$100 a year up to 20-years to be paid in the month of anniversary for each employee; creates two new positions, one in the street department and another in the water department; includes Health Savings accounts donations for town employees; and adds a \$40 stipend for employees who choose not to use a town cell phone. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to recommend to council the promotions of two employees; Tyler Chesney and Austin Roberson; and the posting of three new jobs as described by the Town Manager. Anthony Ramey seconded. Motion carried 3-0.

Anthony Ramey made a motion to recommend to the Town Council not to approve plats for the Silverstone, Silverstone Estates and Farmstead at Carroll Creek subdivisions. Kerri Garvin seconded. Derek Frederickson presented a request from North Eastern Realty Group for secondary plat approval for three subdivisions: Farmstead at Carroll Creek, Silverstone and Silverstone Estates. Frederickson said that the town's past practice has been not to approve secondary plats until all the physical utilities are in place and this request would deviate from that policy. Currently, the lift station serving the area is not complete and would not be complete until May 2024. Ric Zehr, representing North Eastern Group and New Venture Development Corporation addressed the council stating that the infrastructure is in place for the plats being requested. He said that the town has already set a precedent by allowing this before, noting that the town takes responsibility for decisions made by the Allen County Commissioners through its approval of annexation. He said he has \$46 million invested in Huntertown and is asking Huntertown to follow its ordinance. He said two sections have passed all utility tests and another is being tested later this week, so the council could approve his plats pending approval. Zehr said he is taking on \$2,500 a day in interest and needs to be able to sell to a home builder in order to stay current on his debt payments. He would be willing to make other concessions, including a performance bond or a hold harmless agreement to be able to move forward. Town Attorney Dave Hawk cited a state statute that noted a performance bond was not applicable in this particular case. Topics of conversation included not wanting to set a precedent for the future and why the Town should take on the responsibility over the developer. After no further discussion, the motion carried 3-0.

NEW BUSINESS

Outside of the items listed under Board Action, the following new business was brought forth:

- Derek Frederickson provided the board with an update the town's 5-year water capital asset plan.

OLD BUSINESS

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

REPORTS

Clerk-Treasurer Ryan Schwab had the following report:

- He will update the 2024 USB budget and present it for approval at the board's December meeting.

Town Manager Beth Shellman had the following report:

- The town's application to the Allen County Commissioners for an ARPA water grant was approved in the amount of \$1,732,298. She is planning a ground-breaking ceremony for Tuesday, November 20, 2023, at 4 p.m. Additionally, the County awarded \$1,767,702 in ARPA funds to the Allen County

Surveyor to improve a stormwater drain in the area of Apollo Drive. The town plans to repave the road in the area after those improvements are made.

- The Hunter Street drainage repair at Dave Smith's property has been completed. His replacement trees should be planted before Thanksgiving.
- The town's leaf vac had an issue with its clutch and needed repaired. The town will catch up on leaves when the vehicle is ready.
- Employee Tyler Chesney completed his CDL training.
- API will be paving streets that were approved in March.
- The new phone system purchased for the Town Hall offices will be ready by November 30, 2023.

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

PUBLIC COMMENT

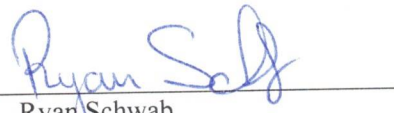
Dave Smith, a resident at 2729 Hunter Road, said he was satisfied with the drainage work done at his property. He continues to be frustrated with the fact that the sound system doesn't allow him to hear at meetings. Beth Shellman suggested a headset. Ryan Schwab said the town is exploring upgrades to the Town Hall's meeting room.

Todd Roth, a resident at 512 E. Cedar Canyon Road, said he is having trouble communicating with his neighbors about a connection to the town's public utility line and suggested to go east to a different line. Gabriel Brindle and Beth Shellman said they would keep working with him on a solution.

After no further public comment was brought forth, Anthony Ramey made a motion to adjourn. Michael Stamets seconded. Motion passed with a voice vote and the meeting adjourned at 6:13 p.m.

Attest:


Kerri Garvin
President


Ryan Schwab
Clerk Treasurer