

Town of Huntertown Utility Service Board Meeting Minutes for Monday, February 5, 2024
Huntertown Town Hall, 15617 Lima Road

A public meeting of the Huntertown Utility Service Board was held on Monday, February 5, 2024. The meeting was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance were board members Zachary Kerley, Anthony Ramey and Michael Stamets; Clerk-Treasurer Ryan Schwab; Street Superintendent Randy Bailey; Water Plant Operator Gabriel Brindle; Derek Frederickson, Jim Breckler, Jessica Hile, and Stephen Cardenas of Engineering Resources Inc.; Steve Carter of Krohn & Associates; eight (8) members of the public and zero (0) members of the media.

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

BOARD ACTION

Michael Stamets made a motion to approve the minutes from the January 8, 2024, meeting as presented. Zachary Kerley seconded. Motion carried 3-0.

Zachary Kerley made a motion to approve the Cedar Canyons Road Sanitary Sewer and Water Extension professional services agreement with Engineering Resources as presented. Michael Stamets seconded. Derek Frederickson covered the details of the agreement and the project. He noted that the agreement has a not-to-exceed amount for services of \$11,000. After no further discussion, the motion carried 3-0.

Zachary Kerley made a motion to have the town take ownership of 80-feet of force main located in road right-of-way on Shoaff Road for the Willow Creek Middle School project. Michael Stamets seconded. Derek Frederickson covered the scope of the project, noting that Northwest Allen County School would be paying for the installation of the force main, the town would simply take ownership of the last 80-feet in the road right-of-way. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve a bid in the amount of \$216,287 from Krafft Water Solutions for the Carroll Road Septic Relief project. The motion also included two contingency allowances totaling \$5,000 each. Zachary Kerley seconded. Jessica Hile noted that four bids were received and Krafft had the lowest bid. After no further discussion, the motion carried 3-0.

Zachary Kerley made a motion to approve a Water Loss Validation professional services agreement with Engineering Resources Inc. in the amount of \$3,920. Michael Stamets seconded. Motion carried 3-0.

Zachary Kerley made a motion to provide conditional approval for a re-submittal of a sanitary sewer application as well as a new water main application for the Fens subdivision, pending technical review from the engineering firm, voluntary annexation and approval from the town attorney to allow a change in the development team working on the project. Michael Stamets seconded. Derek Frederickson said that the applicant was conditionally approved for sanitary sewer in 2022 for the 736-lot subdivision. The same applicant is applying, however the development team working for the applicant is changing. Frederickson said he believes that the special contract approved has an allowance for a change but is confirming that with town attorney David Hawk. Frederickson anticipates getting a full package for review within the coming month. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve the Northwest Water Tower & Main Extension professional services agreement with Engineering Resources Inc. as presented. Zachary Kerley seconded. Jim Breckler provided an overview of the agreement, which was presented to the board at its January 8, 2024, meeting. The total cost of services is \$322,130.00. 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 asked the board for some feedback on how to proceed with a potential area connection fee for new customers to the town's water utility. Frederickson explained that the town has an estimated \$23.5 million in future capital project expenses for the utility and is suggesting a \$1,500 area connection fee for all new connections. The town would still be looking at a potential rate increase in 2026 as well. Board members discussed a higher area connection fee to potentially reduce the cost of future rate increases. Other topics of discussion included getting feedback from the development community; starting smaller rate increases sooner than 2026; and the possibility of not being able to approve any more plats for development if funding is not approved. Frederickson asked the board to proceed with having Town Attorney David Hawk prepare an ordinance for the rate increase. While no formal vote was taken, verbal approval was given.
- Derek Frederickson presented the board with a contract quote from MC Wheeler & Sons for work to identify a new ground water source for the town. Each well would cost \$7,500 for well install and pump install and testing. No action was needed at this time as residents in the area need to be informed of the potential project first. The town is looking at digging in six locations. More information will be brought to the board at its next meeting.

OLD BUSINESS

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

REPORTS

Tony Ramey had the following report:

- He asked if the town was still moving forward with getting employees CDL licenses. Randy Bailey said that the council approved two employees for training in 2023, but only one has done so. He is planning to have new employee Tyler Arrowsmith attend training in 2024.

Clerk-Treasurer Ryan Schwab had the following report:

- Wastewater Plant Operator Darren Dafforn needs a water pump for the wastewater treatment plant. He received a quote from American Pump Repair & Service Inc. for a repair at a cost of \$9,658.00 with delivery in 8-10 weeks. The quote also included buying new at a cost of \$11,527.00 with a delivery time of 4-6 weeks. While no vote was taken, board members were in favor of recommending to council to buy the new pump.

Water Plant Operator Gabriel Brindle had the following report:

- He has interviewed and hired Gene Dreer to work for the water department. He starts Feb. 12.

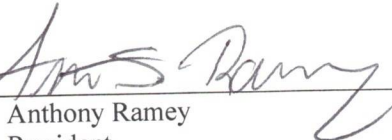
Outside of items listed under Board Action, Derek Frederickson of Engineering Resources Inc. had no further report.

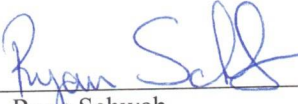
PUBLIC COMMENT

None were brought forth.

Michael Stamets made a motion to adjourn. Zachary Kerley seconded. Motion passed with a voice vote and the meeting adjourned at 5:50 p.m.

Attest:


Anthony Ramey
President


Ryan Schwab
Clerk Treasurer