

**Town of Huntertown Utility Service Board Meeting Minutes for Monday, June 3, 2024**  
**Huntertown Town Hall, 15617 Lima Road**

A public meeting of the Huntertown Utility Service Board was held on Monday, June 3, 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 Michale Stamets; Town Manager Hannah Walker; Town Engineer Derek Frederickson of Engineering Resources Inc; Town Attorney David Hawk of Hawk Haynie Kammeyer & Smith; three staff members of Engineering Resources Inc; two (2) members of the public and one (1) member of the media.

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

**BOARD ACTION**

Zachary Kerley made a motion to approve the minutes from the May 6, 2024, meeting as presented. Michael Stamets seconded. Motion carried 3-0.

Zachary Kerley made a motion to approve Allowance Authorization No. 1 for the Carroll Road Septic Relief Project in the amount of \$6,333.17 to Kraft Water Solutions LLC for materials, labor, and equipment required for AEP to provide electrical service to the proposed grinder pump station meter box. Michael Stamets seconded. Jessica Hile of Engineering Resources Inc. explained the reason for the additional allowance authorization. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve a not to exceed amount of \$15,000 for a Wet Well Wizard Lift Station Air Ejector System for the Preserves West Lift Station. Zachary Kerley seconded. Jessica Hile explained that the Preserves West Lift Station has seen a high amount of fats, oils, and grease in the system, and there was interest in the Wet Well Wizard technology after seeing it at a conference in April. Zachary Kerley asked if the technology can be moved from lift station to lift station, and Derek Frederickson said it is possible, but it would be expensive to run electricity and install the necessary equipment, and it would make sense to leave it at one lift station. Tony Ramey asked how many lift stations the Town currently has, and Derek Frederickson estimated around 20. Jessica Hile explained that the Preserves West Lift Station was the biggest offender for this issue, so they are treating the installation of the Wet Well Wizard at this location as a trial run, to see how the technology could work for the Town in the future. After no further discussion, the motion carried 3-0.

Zachary Kerley made a motion to approve the Hathaway Road Septic Relief bid results. Michael Stamets seconded. Jessica Hile explained that the results of the bid were reported to the Utility Service Board at the May 6, 2024, meeting, with the lowest bidder being Pinpoint Directional Boring at \$84,079.00. Hile said that they withheld recommendation of award of the project until this meeting because easements still needed to be signed by landowners involved in the project. These have now all been signed. Tony Ramey asked why the Pinpoint Directional Boring quote was so low compared to what Engineering Resources Inc. had initially estimated for the project. Hile explained that there are several factors that could contribute to the low bid, including scope of work, cost of equipment, cost of labor, etc., but that she had no concerns about the low bid, and had done the work to ensure that Pinpoint Directional Boring was a responsible and reputable bidder. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve the Water Treatment Plant Firm Capacity Improvement High Service Pump Bidding. Zachary Kerley seconded. Mason Engineering & Construction Inc. was the lowest bidder at \$362,527.00. James Breckler with Engineering Resources Inc. explained that the bid results had been shared with the Utility Service Board at their May 6, 2024, meeting, but recommendation for approval was postponed until today due to waiting for IDEM permitting, which arrived last week. Tony Ramey asked when this project was scheduled to be completed. James Breckler mentioned that there is a long lead time for the

high service pumps, but the anticipated substantial completion date would be February or March of next year. 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:

- Tony Ramey chose to table the Water Main Extension Application for the Fens, with verbal approval from the other Utility Service Board Members. Derek Frederickson shared with the board that he believes tabling the application is reasonable because they have not gotten specific metrics from the developers about The Fens, and the Town Attorney is currently collaborating with the developers on annexation paperwork. After no further discussion, the item was tabled.

## **OLD BUSINESS**

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

- Tony Ramey asked Hannah Walker to provide information about a mass communication system, something that he expressed interest in at the May 6, 2024, meeting. Hannah provided an informational handout that listed several mass communication systems that had been recommended by other town managers across the state of Indiana. She clarified that the same handout had been given to Council at their May 6, 2024, meeting. Tony Ramey expressed interest in seeing pricing for the systems and noted that he would want only responsible use of the communication system, if implemented.

## **REPORTS**

Town Manager Hannah Walker had the following report:

- She provided the board with details of ongoing conversations about I&I in Huntertown's wastewater system and informed the board that she is looking at the existing ordinance to create potential fines or penalties for homeowners who knowingly connect their sump pumps into Huntertown's wastewater system.
- She informed the board that she is working to draft an updated version of the Application for New Water and Sewer Services to reflect a changing application process. Major changes include a list of general application requirements, the April 1 \$2,500 System New Development Charge, and a note that any application for new water and sewer services must be submitted at least 30 days prior to the next USB meeting in order to be considered.
- She provided the board details on ongoing conversations between Northwest Allen County Schools and Huntertown about the upsizing of the water main included in the Willow Creek Middle School project. She noted that they had received a quote from Fox Contractors Corp. for the upsizing, and that Engineering Resources Inc. found it to be 20% higher than historical Fox pricing. She said that discussions are still ongoing between the Town and NACS about this pricing.

Town Engineer Derek Frederickson had the following report:

- He reported that he is still waiting on monthly reports from the water and wastewater departments, and once he receives them, he will provide the Utility Service Board and the Town Council with an updated handout detailing the remaining capacity and long-term capacity plans for both the water and wastewater utilities.

Town Attorney Dave Hawk had the following report:



- He reported to the board that he is collaborating with the developers at The Fens on annexation paperwork.
- He reported to the board that he is working on a special agreement contract with Northwest Allen County Schools for extension of utilities to the Willow Creek Middle School project. He noted that the Council had approved extension of utilities with the condition of annexation, but that annexation is not possible at this time due to lack of contiguity. He anticipates putting a special provision in the contract that would require NACS to voluntarily annex the land once continuity is achievable.

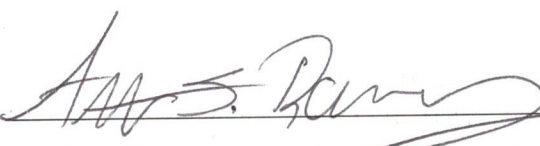
## PUBLIC COMMENT

Lauren Liebing, an area resident at 15012 Hedgebrook Drive, Huntertown, IN 46748, said that her yard has been experiencing flooding for a long time. She provided photos to the board that she had previously emailed them. She said that she had put thousands of dollars into tile work and worked with the county assessor, but believes the issue is that the street drain is higher than the road, so proper drainage is prevented. Tony Ramey directed her to work with the Town Manager to see what can be done.

Jason Hazlett of Steppin' Up Physical Therapy provided the board with proposed drawings of a new location for his business at the northeast corner of Gump Road and State Road 3. He said that the holdup for development is proper ingress and egress to the property, a problem that would be solved by the addition of a roundabout. He also asked if the Town would deed him the land located just south of his proposed development, the site of the old water plant. He said that he planned to add a detention pond, as well as a walking trail for residents of Huntertown. Tony Ramey expressed his concern with the Town giving land to a private company, and asked if it would be a viable option for the Town to repurpose the water plant. Derek Frederickson noted that the old water plant is located in a different water shed than the current wastewater treatment plant.

After no further public comment was brought forth, Zachary Kerley made a motion to adjourn. Michael Stamets seconded. Motion passed with a voice vote, and the meeting was adjourned at 5:42 PM.

Attest:

  
Anthony Ramey  
President

  
Ryan Schwab  
Clerk Treasurer