

Town of Huntertown Utility Service Board Meeting Minutes for May 4, 2020
Huntertown Town Hall, 15617 Lima Road

A virtual meeting of the Huntertown Utility Service Board was held on Monday, May 4, 2020 at approximately 5:00 p.m. at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN, 46748. Attendees at Huntertown Town Hall included board member Brad Hite (P) and Town Manager Beth Shellman. Attending using the Zoom App were board member Kerri Garvin; Clerk-Treasurer Ryan Schwab; Water Plant Operator Gabriel Brindle; Derek Frederickson and Scott Karst of Engineering Resources; and Stephen Carter of Krohn & Associates. Also present using the Zoom App were six (6) members of the public and one (1) reporter. Absent was board member Mark Burnworth.

Brad Hite called the meeting to order at 5:05 p.m. the Pledge of Allegiance.

Board Actions

Kerri Garvin made a motion to approve the minutes from the March 2, 2020 regular meeting and the March 25, 2020 joint meeting with the Huntertown Town Council. Brad Hite seconded. Motion passed, 2-0.

Brad Hite made a motion to pursue an ordinance for the establishment for a system development charge and a surcharge for the water and sewer utilities. Kerri Garvin seconded. Stephen Carter, representing Krohn & Associates, provided the board with a power point presentation. Topics including utility rates for the water and sewer utility; operating and not-operating receipts and disbursements for both utilities; defeasing or refinancing bonds for both utilities; capital project lists; and capital surcharges for new users to both utilities. The suggested rate for both water and sewer is \$10 a month. After no further discussion, the motion passed, 2-0.

Kerri Garvin made a motion to enter into a short-form agreement with Engineering Resources for designing of the sewer force main project on the northeast quadrant of Huntertown. Brad Hite seconded. Beth Shellman requested that Engineering Resources start engineering for the \$2.1 million sewer force main project. Derek Frederickson shared with the board the fee schedule, totaling \$121,500. He wanted to get the \$46,500 survey work started as soon as possible. He explained some of the work for the project and its impact on the capacity of the town's collection system. He also stated that the town could "fine tune" the cost estimate following the survey work. Also included in the discussion was the potential for a developer to take on the cost of the project. Shellman said that if the engineering work gets going, dialogue with the developer can begin and a potential agreement can be put in place at a future meeting. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve the seven temporary easements for the Copper Creek development. Kerri Garvin seconded. Scott Karst provided details on the seven temporary easements in the development. Easements are in the water and sewer areas outside of current plats. He noted that the temporary easements are to protect the town in the event that the other areas don't get developed. If they are developed, the temporary easements become part of the secondary plat for the development. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve a water and sewer application for The Quarry, Section 2 pending technical review. Kerri Garvin seconded. Scott Karst reported that sewer capacity is available, however, but water capacity would come from an area awaiting approval. Plans have been submitted for the Preserves at the Quarry Section 2 on the same plat. Derek Frederickson noted that it's the applicants' responsibility to develop the water line. If they are willing to do that; then the plan could be approved with temporary easements. He also said that if the board approved The Quarry, Section 2; the applicant would need to break off the Preserves at the Quarry sanitary lines since the town currently can't handle the additional capacity in that area. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve the upsizing of utilities in Cliffs of Rolling Oaks, at a cost of \$73,000. Kerri Garvin seconded. Beth Shellman noted that the amount includes \$27,835 from sewer utility and the remainder would be paid from the water utility. After no further discussion, motion passed, 2-0.

Brad Hite made a motion to approve a water and sewer application for a single home at 15700 Lima Road. Kerri Garvin seconded. Motion passed, 2-0.

Kerri Garvin made a motion to allow Engineering Resources to begin the bidding process for the Lima Road Water Main Project. Brad Hite seconded. Derek Frederickson said that the project would provide additional watershed capacity to areas north of town and provided fire flow to the Brownstone subdivision. The project is broken out into 3 segments and all three segments would be bid as one project. Depending on the bids, the town could then decide how to proceed. The plan is to advertise for bids beginning May 13, 2020, open bids on June 9, 2020, and award the project on July 6, 2020. Under that timeline, the project could be complete by November 1, 2020 with some seeding work being done in the spring of 2021. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve an invoice to Fox Contractors in the amount of \$13,117 for additional restraints at the Rolling Oaks subdivision. Kerri Garvin seconded. Beth Shellman noted that the work was requested by the town and was beyond the original technical review. After no further discussion, the motion passed, 2-0.

Kerri Garvin made a motion to approve a water and sewer application for a single residence at 1509 Washington Street. Brad Hite seconded. Motion passed, 2-0.

New Business

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

- A water and sewer application for Keltic Pines (62 lots) was introduced. There currently isn't enough sewer capacity in that area to serve the project. The application is being put on hold.

Old Business

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

- A water and sewer application for Preserves at the Quarry (88 lots) was re-introduced. There currently isn't enough sewer capacity in that area to serve the project. The application is being put on hold.

Reports

No Board members offered a report.

Clerk Treasurer Ryan Schwab had no report.

Town Manager Beth Shellman had no report.

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

Public Comment

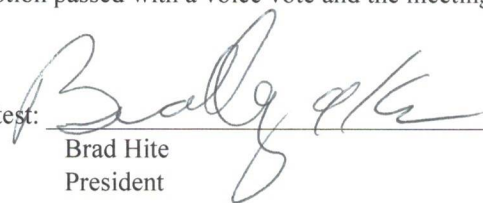
Jeff Thomas, a developer with multiple projects in Huntertown, provided the following comments:

- He asked about the status of the capacity allocation letter for the Cascata Development. Beth Shellman said it was in a pile of papers being signed after the meeting.
- He asked when the new surcharges would go into effect. Stephen Carter said that they will be enforced for any new connection at the point of application. He asked about an implementation timeline. Stephen Carter said that with approval from the Town Council at its meeting later in the event, implementation could be in place by June. Thomas also said he felt the \$10 a month charge was too low and offered a \$14.50 to \$15.00 a month alternative.
- He wants to help with the estimated \$2.1 million force main project to open up the northeast quadrant for development. He is open to discussion of options with the town.

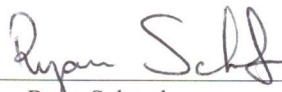
Roger Delagrance, a developer with multiple projects in Huntertown, echoed Jeff Thomas's comments on the \$2.1 million force main project, wanting to be a part of a solution.

After no further public comments was brought forth, Brad Hite made a motion to adjourn. Kerri Garvin seconded. Motion passed with a voice vote and the meeting adjourned at 6:29 p.m.

Attest:



Brad Hite
President



Ryan Schwab
Clerk Treasurer