

Town of Huntertown Utility Service Board Meeting Minutes for June 1, 2020
Huntertown Town Hall, 15617 Lima Road

A virtual meeting of the Huntertown Utility Service Board was held on Monday, June 1, 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; and Derek Frederickson and Scott Karst of Engineering Resources. Also present using the Zoom App were two (2) members of the public and one (1) reporter. Absent was board member Mark Burnworth.

Brad Hite called the meeting to order at 5:00 p.m. the Pledge of Allegiance.

BOARD ACTION

Kerri Garvin made a motion to approve the minutes from the May 4, 2020 meeting. Brad Hite seconded. Motion passed, 2-0.

Brad Hite made a motion to give conditional approval for a water and sewer application for AITF Services, LLC, pending technical review from Engineering Resources Inc. Kerri Garvin seconded. Scott Karst, representing Engineering Resources Inc. provided an overview of the application and noted the points for the utility connections. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to give conditional approval for a water and sewer application for Preserves of Carroll Creek West, Section III, pending technical review from Engineering Resources Inc. Kerri Garvin seconded. Scott Karst, representing Engineering Resources Inc. provided an overview of the application and noted the points for the utility connections. After no further discussion, the motion passed, 2-0.

Kerri Garvin made a motion to approve the purchase of an inverter from H&H Sales for the recently purchased 2020 Ford F2650 4x4 in the total amount of \$2,600. Brad Hite seconded. Beth Shellman provided a copy of the quote and said she only got the one quote since H&H Sales was the vendor the Town bought the vehicle from. Ryan Schwab added that the utility board would only be responsible for two-third (\$1,733.34) of the cost. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve payment in the amount of \$11,640 to R&C Fence for construction of a fence around the Water Treatment Plant. Kerri Garvin seconded. Beth Shellman provided the board with an overview of the three quotes and the work being done at the site. After no further discussion, the motion passed 2-0.

Brad Hite made a motion to approve payment in the amount of \$7,896.00 plus freight to Covalen for a 14-horsepower pump for the Creekside lift station. Beth Shellman provided an overview of the recent issues with the Creekside Lift Station, notably that the lift station currently has just one pump. Another pump is being repaired and purchasing this pump would allow the pump being repaired to be used as a spare. After no further discussion, the motion passed, 2-0.

NEW BUSINESS

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

- Derek Frederickson provided the board with a report on potential reimbursement agreement with a local developer regarding an estimated \$2.1 million sanitary sewer improvement project. The project would free up capacity for sanitary sewer connections in the northeast quadrant of Town and provide relief to the entire sanitary sewer collection system. He provided details of a discussion held with the developer in an email to council earlier in the day and asked them to provide him with feedback. He would like to have a draft agreement ready for board to review at a special meeting on June 15, 2020 meeting. After no further discussion, no action was taken.
- Beth Shellman shared details on Huntertown Resolution 2020-014, a resolution approving revisions to the Huntertown Personnel Policy and Procedural Manual, which would be presented to the Town Council at its meeting later in the evening. Shellman provided an overview of the resolution, noting that because of the COVID-19 pandemic, the town would allow employees to carry over 10 PTO days for one year only, from

2020 into 2021. Board members agreed to support the resolution with a voice vote and have Shellman share the board's recommendation with the council.

REPORTS

Clerk-Treasurer Ryan Schwab had no report.

Outside of items listed under Board Action, Town Manager Beth Shellman had no further report.

Derek Frederickson and Scott Karst of Engineering Resources had the following report:

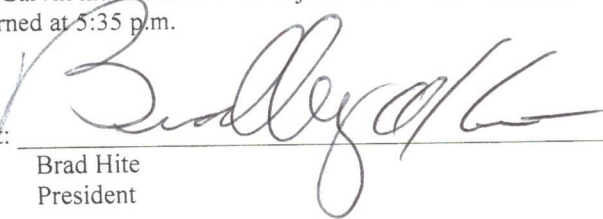
- Derek Frederickson reported that Allen County is moving forward with a rebuild of the lift station at the Byron Health Center complex. The estimated completion date in January, 2021.
- Scott Karst provided an update on the Lima Road Water Main project, noting that the bid opening was scheduled for June 9, 2020 at 9 a.m. Substantial completion of the project would be done in November, 2020 with final completion scheduled for April, 2021.

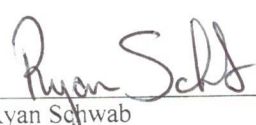
PUBLIC COMMENT

None were brought forth.

Kerri Garvin made a motion to adjourn. Brad Hite seconded. Motion passed with a voice vote and the meeting adjourned at 5:35 p.m.

Attest:


Brad Hite
President


Ryan Schwab
Clerk Treasurer