

Town of Huntertown Utility Service Board Meeting Minutes for July 6, 2020
Huntertown Town Hall, 15617 Lima Road

A virtual meeting of the Huntertown Utility Service Board was held on Monday, July 6, 2020, at Huntertown Town Hall, 15617 Lima Road. The meeting utilized the Zoom app. Present at Huntertown Town Hall were board member Brad Hite (P) and Town Manager Beth Shellman. Attending the meeting via the Zoom app were board members Kerri Garvin and Mark Burnworth, Clerk-Treasurer Ryan Schwab, Derek Frederickson of Engineering Resources Inc.; David Hawk of Hawk Haynie Kammeyer and Smith; Stephen Carter of Krohn & Associates; four (4) members of the public and one (1) member of the media.

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

BOARD ACTION

Mark Burnworth made a motion to approve the minutes from the June 1, 2020 regular meeting minutes. Kerri Garvin seconded. Motion passed, 3-0.

Mark Burnworth made a motion to approve the minutes from the June 1, 2020 special meeting minutes. Kerri Garvin seconded. Motion passed, 3-0.

Mark Burnworth made a motion to approve Huntertown USB Resolution 2020-003, a Resolution approving the transfer of Water Funds from Money Market Account to Operating for the Lima Road, Shoaff Road and Lutter Lane water main capital improvements project in the amount of \$470,752.50. Kerri Garvin seconded. Ryan Schwab provided information on the two bank accounts impacted by the Resolution. After no further discussion, the motion passed, 3-0.

Brad Hite made a motion to award the base bid and both alternate bids for the Lima Road Water Main Extension project to API Construction, Inc. in the amount of \$470,752.50.

NEW BUSINESS

Outside of items listed under Board Action, no New Business was brought forth.

OLD BUSINESS

Brad Hite tabled discussion on water and sewer applications for The Preserves at the Quarry (88 lots); Preserves at the Quarry (28 lots); and Keltic Pines (62 lots).

Derek Frederickson provided an update on the sanitary sewer project and subsequent reimbursement agreement. He said that survey work has been done in the area and the town is waiting on those results. Once the survey work is completed, it can be compared to the project's design to look for the most logical route to run the line. A potential reimbursement agreement with the developer would follow. Frederickson estimated the timeline to be about a month.

REPORTS

Clerk-Treasurer Ryan Schwab had the following report:

- The Department of Local Government Finance (DLGF) has set the town's 2021 budget workshop for Tuesday, August 18, 2020 at 2 p.m. This will be a virtual meeting through Microsoft Teams. He will begin meeting with the Town Manager and Department Heads to craft the 2021 budget for the Utility Service Board. He intends to present the budget to the USB at its November, 2020 meeting with adoption the following month.

Town Manager Beth Shellman had the following report:

- Hometown Hero banners has been a huge success. Since the first set of banners were displayed prior to Memorial Day, 14 new banner orders have been received by the town. She is encouraging people to continue submitting their banner applications as the Town received a price break for 50 orders.
- Water Plant operator Gabriel Brindle is reporting that because of high heat and dry conditions in June, as well as the number of new homes and individuals watering their lawns, the water plant operated at 75-percent capacity for the month. He would like the board to consider various capital projects for the water utility to improve capacity as well as consider eliminating the sprinkler credit. Derek Frederickson talked to the board about areas of concern within the water utility.

Derek Frederickson of Engineering Resources Inc. had the following report:

- He asked the board to appoint someone to sign the Notice of Award and other contract paperwork for Lima Road Water Main Extension project. Brad Hite was chosen and agreed to sign the necessary documents.

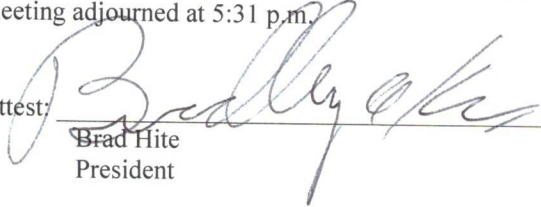
PUBLIC COMMENT

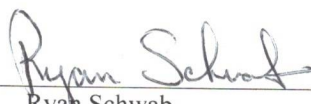
Roger Delagrange, developer of Preserves at the Quarry, shared his concern with the board about the small amount of construction time remaining in the current construction season for his development, Preserves at the Quarry. He said it takes about a year to begin putting homes up and urged the board to make a decision on its sanitary sewer project soon, before he misses time to start construction this season.

No further public comment was brought forth.

Kerri Garvin made a motion to adjourn. Mark Burnworth seconded. The motion passed with a voice vote and the meeting adjourned at 5:31 p.m.

Attest:


Brad Hite
President


Ryan Schwab
Clerk Treasurer