

Town of Huntertown Utility Service Board Meeting Minutes for Tuesday, September 8, 2020
Huntertown Town Hall, 15617 Lima Road

A virtual meeting of the Huntertown Utility Service Board was held on Tuesday, September 8, 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), Town Manager Beth Shellman and Clerk-Treasurer Ryan Schwab. Attending the meeting via the Zoom app were board members Mark Burnworth, Derek Frederickson and Scott Karst of Engineering Resources Inc.; David Hawk of Hawk Haynie Kammeyer & Smith; three (3) members of the public and one (1) member of the media. Absent was board member Kerri Garvin.

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

BOARD ACTION

Brad Hite made a motion to approve the minutes from the August 3, 2020 meeting. Mark Burnworth seconded. Motion passed, 2-0.

Brad Hite made a motion to approve a License Agreement with NIPSCO related to easements along Hathaway Road inside the town's corporate limits. Mark Burnworth seconded. Beth Shellman and David Hawk each provided information on the document. Board members had no further questions. After no further discussion, the motion passed, 2-0.

Mark Burnworth made a motion to approve two Utility Easement Agreements for Copper Creek Grand Pointe Section I. Brad Hite seconded. Scott Karst provided an overview of the agreements. Board members had no further questions. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve Work Change Directive #1 for the Lima Road Water Main Extension project. Mark Burnworth seconded. Scott Karst provided information on the change of work, noting that the change would not cause an increase in the cost of the project. Board members had no further questions. After no further discussion, the motion passed, 2-0.

Mark Burnworth made a motion to approve the 2021 Track Loader replacement agreement with John Deere for a total of \$2,000. Brad Hite seconded. Ryan Schwab said that the water utility and sewer utility would each be responsible for one-third of the overall cost. He also said that this was the third year the town has been involved in the program. Board members had no further questions. After no further discussion, the motion passed, 2-0.

NEW BUSINESS

Outside of items listed under Board action, no other new business was brought forth.

OLD BUSINESS

Beth Shellman provided the board with a quote from Indiana Signworks in the amount of \$11,519.00 to construct a brick double-sided monument sign at the Wastewater Treatment Plant. Board members expressed concern over the price, since the town was providing leftover brick from the original Wastewater Plant construction project. Board members asked Shellman to get two more quotes and provided her with the names of potential vendors. After no further discussion, no action was taken.

Water and sewer application for Preserves at the Quarry (88 lots), Preserves at the Quarry (28 lots) and Keltic Pines (62 lots) were tabled.

Derek Frederickson re-introduced discussion on a potential reimbursement agreement for a sanitary sewer project in the northeast quadrant of town. He said he emailed board members earlier in the day with details on two potential options for the agreement as well as points of further discussion. He also noted that some easements along the project's corridor would also need to be acquired before the project could move forward. Board members had no further questions. After no further discussion, no action was taken.

REPORTS

Mark Burnworth asked about the vast amounts of non-recyclable items that are being dumped at the former Byron Health Center property at the corner of State Road 3 and Carroll Road. He noted that a fence was put up, but not much clean-up has taken place. Beth Shellman said she would contact representatives of Allen County for an update on when the site would be cleaned up.

Clerk Treasurer Ryan Schwab had the following report:

- He plans to present the board with a draft of the utility board budget at its October 5, 2020 meeting.
- The town is currently being audited by the State Board of Accounts. While details of the audit are not for public discussion until the audit report is distributed, he noted that board members are allowed to participate in the audit's Exit Conference. Once that date is scheduled, he will inform board members.

Town Manager Beth Shellman provided the board with a handout and covered the following items:

- Hydrophase is currently working on Phase 2 of the Town's Wellhead Protection Program. They intend to be done by the December 27, 2020 deadline.
- The wastewater treatment plant has already used four replacement UV bulbs that were purchased at the last meeting. At that time, the town only had one replacement bulb.
- Non-potable water pumps at the Wastewater Treatment Plant have not been working properly and Wastewater Plant Operator Darren Dafforn is looking to have them replaced. He may look at a different vendor.
- An error was printed in her report, related to water usage in August at the Water Treatment Plant. Instead of 3.3 million gallons used as the report indicated, that number should be 33.3 million gallons of water were treated in August.
- Hydrant flushing is scheduled to begin in November.
- The water department is using millings from various jobs to create a stone parking area and driveway around the Water Treatment Plant.


Town Engineer Derek Frederickson had no further report.

PUBLIC COMMENT

None were brought forth.

Mark Burnworth made a motion to adjourn. Brad Hite seconded. The motion passed with a voice vote and the meeting adjourned at 5:39 p.m.

Attest:


Brad Hite
President


Ryan Schwab
Clerk Treasurer