

Town of Huntertown Utility Service Board Meeting Minutes for Monday, December 7, 2020
Huntertown Town Hall, 15617 Lima Road

A virtual meeting of the Huntertown Utility Service Board was held on Monday, December 7, 2020. The meeting, utilizing the Zoom app, was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance at Town Hall include board member Brad Hite (P). Members in attendance via the Zoom app were board members Mark Burnworth and Kerri Garvin, Town Manager Beth Shellman, Clerk-Treasurer Ryan Schwab; Derek Frederickson of Engineering Resources, Inc.; 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

Kerri Garvin made a motion to approve the minutes for the November 2, 2020 regular. Mark Burnworth seconded. Motion passed, 3-0.

Kerri Garvin made a motion to approve a quote from American Pump Repair & Services Inc. in the amount of \$7,072.00 for two 3-inch multi-stage submersible pumps for the wastewater treatment plant. Mark Burnworth seconded. Brad Hite explained the need for the new pumps. He also noted there would be a price increase for 2021. After no further discussion, the motion passed 3-0.

Mark Burnworth made a motion to approve the promotion of two utility office employees from utility clerk #2 to utility clerk #1. Kerri Garvin seconded. Motion passed, 3-0.

Brad Hite made a motion to approve a water connection at 1937 Shoaff Road. Mark Burnworth seconded. Beth Shellman provided details on the application, noting that a water line is about 700-feet from her home. She still plans to talk more to the applicant about it; thus, the work may not happen immediately. Motion passed, 3-0

Kerri Garvin made a motion to approve Huntertown Utility Service Board Resolution 2020-006, a transfer of appropriation resolution. Mark Burnworth seconded. Ryan Schwab provided an overview of the resolution, noting that the transfers were happening in both the water and wastewater accounts. He also noted that the move is being made per the suggestion of a recent State Board of Accounts audit. After no further discussion, the motion passed,

Mark Burnworth made a motion to approve the 2021 Utility Service Board meeting schedule as presented. Kerri Garvin seconded. Motion passed, 3-0.

NEW BUSINESS

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

OLD BUSINESS

Derek Frederickson re-introduced discussion on the Northeast Regional Force Main project. He noted that conversation with the Fort Wayne-South Bend diocese about acquiring an easement have been productive. Beth Shellman continues to have discussions with the diocese. Other easements are also coming together. He also noted that town representatives have met with the Indiana Utility Regulatory Commission on extension rules and its pertinence to this project. He noted that according to the IURC, this project does not fall into the category of a main extension project and is not subject to the new law governing water and sewer main extension. The IURC considers this project a utility capacity improvement project, which is not covered under new law. However, that type of project is still subject to Public Procurement rules, meaning if the project is privately bid, public funds can account for no more than 50-percent of the total project cost. Frederickson would like the town to put a work group together to go over more information before deciding how to proceed. After no further discussion, no action was taken.

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

REPORTS

Outside of items listed under Board action, Clerk-Treasurer Ryan Schwab had no further report.

Town Manager Beth Shellman has the following report:

- Water audit is nearly complete. A report should be issued at the next meeting.
- Hydrophase is sending Phase 2 of the town's Wellhead Protection Plan to IDEM by 12-27-2020.
- The announcement for the Community Crossings Matching Grant Program is Tuesday, December 8, 2020 at 10 a.m.
- Information will be shared soon about a potential Huntertown Rotary Club.
- Drainage work on Oak Street will begin this week. A quote from M&S Excavating was approved earlier this year.
- She provided the council with a list of accomplishments from the year.

Outside of items listed under Old Business, Derek Frederickson had no further report.

PUBLIC COMMENT

Jeff Thomas, a local developer, asked the board if its meeting would be about just the force main project or separate issues related to new laws on main extensions? Derek Frederickson said that both would be discussed since the projects are inter-related. Thomas also asked when the meeting would be scheduled. While some dates were discussed, no decision was made.

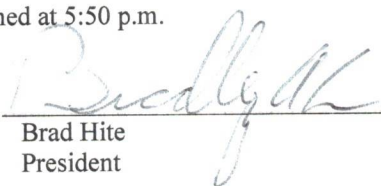
Lucas Partin, a resident at 15417 Delphinium Place expressed concern about the amounts on his water bill and its fluctuation from month-to-month. He mentioned that the town's website has some language that states that sewer bill is a flat rate. Ryan Schwab said that with the sprinkler credit ending with the September bill, the higher amounts on the bills that follow is to be expected. Beth Shellman said she would have the utility office put together a 12-month overview of the individual account to see any trends in water usage. Other topics included how rates are determined and whether rate increases, or decreases are expected. Another neighbor, Ashley Kissinger, a resident at 15435 Delphinium Place, also participated in the discussion.

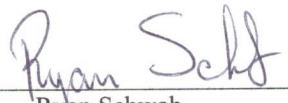
Brandon Seifert, Huntertown Town Council member, asked if the new law pertaining to the Northeast Regional Force Main would even allow Jeff Thomas to do the project? Frederickson said yes. Seifert also asked about whether the town owed monies to developers based on the new law pertaining to water and sewer main extensions. Frederickson said that would be a topic of discussion for the work group.

No further public comment was brought forth.

Mark Burnworth made a motion to adjourn. Kerri Garvin seconded. Motion passed with a voice vote. Meeting adjourned at 5:50 p.m.

Attest:


Brad Hite
President


Ryan Schwab
Clerk Treasurer