

Town of Huntertown Utility Service Board Meeting Minutes for Monday, February 1, 2021
Huntertown Town Hall, 15617 Lima Road

A virtual meeting of the Huntertown Utility Service Board was held on Monday, February 1, 2021. 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; Bill Etzler, Scott Karst and Derek Frederickson of Engineering Resources, Inc.; five (5) 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.

Brad Hite asked for a moment of silence in remembrance of former Perry Township Trustee Roger Gump who passed away over the weekend.

BOARD ACTION

Kerri Garvin made a motion to approve the minutes for the January 4, 2021 regular meeting. Mark Burnworth seconded. Motion passed, 3-0.

Kerri Garvin made a motion to approve a quote from Fox Contractor's Corporation in the amount of \$12,237.00 for upsizing in the Willow Ridge North, Section II subdivision. Mark Burnworth seconded. Beth Shellman said that this work was to have been approved in April 2020, however that meeting was cancelled, and the invoice was never brought back to the board for approval. The work is already complete, and payment is being sought. Scott Karst added that two taps were added for future connectivity to the west. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve a quote from KML Specialty Chemicals in the amount of \$495.00 for a bio-stimulant (KML – Life Science Dry) to be used at the Wastewater Treatment Plant. Kerri Garvin seconded. The motion passed, 3-0.

Brad Hite made a motion to approve Change Order No. 3 from API Construction Corp. for the Lima Road Water Main Extension project in the amount of \$4,730.00 Mark Burnworth seconded. The work added an addition fire hydrant to aid in fire protection. Derek Frederickson said that the funds would be taken from the contingency fund for the project. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve a special contract between the town and North Eastern Development Corp. for extension of sewer mains and facilities for the Communities of Copper Creek development. Kerri Garvin seconded. Beth Shellman said that a finalized contract was sent to board members earlier in the day on Monday and was not the same contract that was sent out with the board packets last week. She noted the specific changes, stating that they were minor and did not change the scope of the project. After no further discussion, the motion passed, 3-0.

Mark Burnworth made a motion to approve a special contract between the town and Granite Ridge Builders for extension of sanitary sewer and water mains in Carroll Creek Villas. Kerri Garvin seconded. Beth Shellman said that this contract is formatted the same as the previous approved contract but includes language for water mains. After no further discussion, the motion passed, 3-0.

Kerri Garvin made a motion to approve payment to Hawk Haynie Kammeyer & Smith in the amount of \$10,353.00 to cover the overage of his 2020 contract's not-to-exceed amount. Mark Burnworth seconded. Brad Hite said that he had contacted town attorney David Hawk and had some of the expenses removed from the invoice. He also said that Hawk informed him that issues related to those expenses will not appear on future bills. Hite also said that the remaining amount was for work related to special contracts and the Northeast Regional Force Main project and needed to be paid. Kerri Garvin said that any future overage of this nature will not get her approval and that the attorney should be able to work within the framework of his contract. After no further discussion, the motion passed, 3-0.

NEW BUSINESS

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

- The board gave voice approval to allow guided tours of the Wastewater Treatment Plant during the Indiana Water Environmental Federation's Annual Conference, to be held in Fort Wayne, August 25-27, 2021. Utility Board members want to ensure that masks are worn and that proper social distancing measures are in place for those taking the tour.
- Beth Shellman introduced a water and sewer application from Lancia Home for the address at 1004 Hathaway Road. Since the application was received by the town earlier that day, she suggested tabling the application until next month's meeting. The board agreed to do so.

OLD BUSINESS

Outside of items listed under board action, the following Old Business was brought forth:

- 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

Clerk-Treasurer Ryan Schwab had no report.

Town Manager Beth Shellman handed out a copy of her monthly report and detailed the following items:

- She provided information on different options for a potential system development charge. The Public Hearing for said charge is scheduled for the Huntertown Town Council meeting later that evening. There was no comment from the board on this topic.
- She asked board members about any interest in a Rotary Club for Huntertown. Mark Burnworth said he was interested.
- She has begun the request for survey work on Woods Road and those proposals would be considered at the March 1, 2021 meeting.

Outside of items listed under Council Action, Derek Frederickson had no further report.

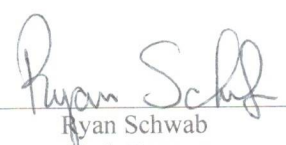
PUBLIC COMMENT

None were brought forth

Kerri Garvin made a motion to adjourn. Mark Burnworth seconded. Motion passed with a voice vote. Meeting adjourned at 5:52 p.m.

Attest:


Brad Hite
President


Ryan Schwab
Clerk Treasurer