Town of Huntertown Utility Service Board Meeting Minutes for Monday, October 6, 2025
Huntertown Town Hall, 15617 Lima Road

A public meeting of the Huntertown Utility Service Board was held on Monday, October 6, 2025. The meeting was held was Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance were board members Tony Ramey and Dan Roy; Town Manager Hannah Walker; Clerk-Treasurer Ryan Schwab; Jim Breckler, Steven Cardenas, Jessica Hile and Derek Frederickson of Engineering Resources Inc, Michael Hawk of Hawk Haynie Kammeyer & Smith; three (3) members of the public and zero (0) members of the media. Board Member Michael Stamets attended the meeting electronically via Microsoft Teams. The meeting was streamed on the Town's YouTube Channel.

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

BOARD ACTION

Tony Ramey made a motion to approve the minutes of the September 2, 2025, meeting as presented. Dan Roy seconded. Motion carried 3-0.

Dan Roy made a motion to approve Pay Application No. 2 to R. Yoder Construction in the amount of $520,912.19 for work completed on the Huntertown Wastewater Treatment Plant Phase 3 project. Tony Ramey seconded. Motion carried 3-0.

Dan Roy made a motion to approve a professional services agreement with Engineering Resources Inc. for wastewater improvements at the Carroll Oaks and Shoaff Road lift stations in the amount of $62,900. Tony Ramey seconded. Motion carried 3-0.

Michael Stamets made a motion to conditionally approve a new water and sewer application from Caspian Development LLC for the 15-lot West Brooks Estates subdivision, pending technical review, voluntary annexation, a special contract and a 2-year construction start time. Dan Roy seconded. Motion carried 3-0.

NEW BUSINESS

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

- Steven Cardenas of Engineering Resources Inc. provided the board with a spreadsheet detailing a work plan for inflow and infiltration investigation. Discussion topics included the next steps in the plan and the types of projects to implement, expected cost savings that would be seen, the need for continued capital improvements, and how to address this issue annually. After no further discussion, no action was taken.
- Steven Cardenas of Engineering Resources Inc. provided the board with a document updating them on the available capacity at the water treatment plant and wastewater treatment plant.

OLD BUSINESS

Outside of items listed under Old Business, no other Old Business was brought forth.

REPORTS

Town Manager Hannah Walker had the following report:

- She was seeking input from the board in regard to its contracts with its engineer and attorney which are set to expire at the end of the year. She was asking the board to consider three options: 1) sending out a Request for Qualifications (RFQ) for a new 3-year contract; 2) extending the current engineering contract by one year; 3) look into hiring an in-house engineer. Derek Frederickson of Engineering

Resources Inc. said there is enough engineering work to warrant an in-house engineer. He presented the council with a summary of hours and noted that it would take about four employees to cover all of the tasks his firm currently undertakes for the town. Walker said hiring someone in-house would be difficult to do over the remaining three months of the year and that this option would be best to further examine in 2026. Board members agreed to have her send out an RFQ for a new 3-year contract.

- The water tower project is making progress as steel crews are set to begin assembling the base soon. The project is set for completion in the summer of 2026.
- The construction project at the wastewater treatment plant is going well and not interfering with current day-to-day operations.
- The City of Fort Wayne has submitted its contract for emergency utility connections. The town's legal team is reviewing the document, and a report will be sent to council once the review is complete.

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

Outside of items listed under Board Action, Derek Frederickson of Engineering Resources had no further report.

Michael Hawk had no report.

PUBLIC COMMENT

None were brought forth.

Tony Ramey made a motion to adjourn. Dan Roy seconded. Motion passed with a voice vote, and the meeting was adjourned at 5:50 p.m.

Attest: Anthony Ramey

Anthony Ramey
President

Ryan Schwab

Ryan Schwab
Clerk Treasurer