

Meeting of the Town Council of Huntertown, Indiana
January 22, 2019 6:00 p.m.
Huntertown Town Hall, 15617 Lima Road

A meeting of the Huntertown Town Council was held on Tuesday, January 22, 2019 at 6:00 p.m.

In attendance were council members Mike Aker, Patricia Freck, Gary Grant, Brandon Seifert and Mike Stamets. Also present were: Town Manager Beth Shellman; Superintendent of Utilities Mark Aurich; Derek Frederickson of Engineering Resources Inc. Also in attendance were three (3) guests and one (1) reporter. Absent was Clerk-Treasurer Ryan Schwab.

Mike Stamets called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was recited.

ELECTION OF PRESIDENT – Mike Aker nominated Brandon Seifert as Council President for 2019, seconded by Gary Grant. Roll Call Vote: Mike Aker – yes; Pat Freck – no; Gary Grant - yes; Mike Stamets – no; and Brandon Seifert – yes. Motion carried by a 3 in favor, 2 opposed, margin.

No Further nominations were brought forth. Seifert then presided over the meeting.

COUNCIL ACTIONS

Gary Grant made a motion to approve the minutes from the Jan 22, 2019 meeting, seconded by Mike Aker. Roll Call Vote Mike Aker – yes; Pat Freck – yes; Gary Grant - yes; Mike Stamets – yes; and Brandon Seifert – yes Motion passed 5-0.

Mike Stamets made a motion to approve the General Claims dated January 22, 2019 in the amount of \$184,257.82, Gary Grant seconded. Before the vote, Pat Freck asked if Ryan has checked on fleet pricing. Beth replied that he had and is waiting on quotes. Roll Call Vote: Mike Aker – yes; Pat Freck – yes; Gary Grant - yes; Mike Stamets – yes; and Brandon Seifert – yes. Motion passed 5-0.

NEW BUSINESS

Council Resolution 19-007 – Willow Ridge North – Section 1 Street Acceptance and 3-year Maintenance Bond, by Oakmont Development (Jeff Thomas). Derek explained the Allen County Hwy process, as per the Inter-local Agreement, the county oversees the construction and inspection testing for all new streets in Huntertown. Brian Sechler is the Technical Services Director for the Allen County Highway Department. Sechler is aware of the street acceptance request, has reviewed the 3-year bond and is recommending approval. ERI physically drove the streets and have no objections to accepting them into the town maintenance program.

Pat Freck questioned the process of accepting a street before the entire plat is completed. Prior approvals used to occur after the entire subdivision was developed, not after each phase. The streets in the corporate limits in both Whisper Rock and in Preserves of Carroll Creek are being maintained by the town but no one could recall the town accepting them. Jeff Thomas of Oakmont Development was in attendance. Thomas believes he filed the street acceptance/bond paperwork with the Allen County Highway on both of those additions and the county approved the streets. Shellman agreed to check with the county highway and see what type of paperwork they had on both Whisper Rock and Preserves of Carroll Creek. Thomas confirmed that the current practice is filing the bond and street acceptance paperwork as each section is finalized and not waiting on the entire development to be completed. Before the 3-year maintenance bond expires, the county will identify any area of the street that needs to be improved. The developer will repair the street, or if they fail to, the town can call on the bond and have the work done themselves. The current practice of submitting streets in phases is done this way because the developer completes the streets now and puts the final surface on them. The county has preferred this method of acceptance because the surface asphalt protects the binder surface and there are fewer maintenance issues. In earlier years, the developer left a binder surface until the entire development is completed and then put the surface asphalt on the entire plat.

Dave Hawk emailed Beth a standard street acceptance dedication form for Jeff Thomas to sign. Shellman prepared a Resolution for acceptance if the Council decided to do so. (Jeff Thomas signed the dedication and the document is on file with the Resolution)

Mike Aker motioned to accept the following three streets for ownership and maintenance by Huntertown: 1.) Willow Ridge Trail – 902' in length; 2.) Hatstick Court – 550' in length; and 3.) Fizzo Way – 489' in length; seconded by Pat

Freck. Roll Call Vote: Mike Aker – yes; Pat Freck – yes; Gary Grant – yes; Mike Stamets – yes; and Brandon Seifert – yes. Motion passed 5-0.

Approval of Agreement with API Construction Corp for Hathaway and Bethel Roadway Improvements – It was noted that the two streets under consideration are the ones that the Community Crossings Grant was awarded by INDOT and that the Council had previously awarded the work to API. The proposed agreement is in order. Dave Hawk reviewed the agreement and had no changes. As per the agreement, the work must be completed by July 29, 2019. The base bid for both streets totaled \$558,717.00 and API submitted a Payment Bond for that same amount that is attached to the agreement between API and Huntertown.

Mike Stamets made a motion, seconded by Pat Freck, to approve the API-Huntertown agreement for the base bid amount of \$558,717.00 for roadway improvements on Hathaway and Bethel Roads. Roll Call Vote: Mike Aker – yes; Pat Freck – yes; Gary Grant – yes; Mike Stamets – yes; Brandon Seifert – yes. Motion passed 5-0.

Street Asset Management Plan – Derek Frederickson presented the 2018-2023 Street Pavement Asset Management Plan based on the town PASER street ratings. Council will review the plan and later determine which street will be targeted next for improvement.

OLD BUSINESS

Hathaway Road improvements at proposed new NACS school site. Frederickson explained that at the last Council meeting, a request was presented from the school for a waiver of the requirement to improve the entire street in front of the school. The Council took that request under advisement until we could discuss it with NACS representatives. Last week, a group of school representatives met with Derek, Beth, Mark Aurich and Mike Stamets. They believed the town would require them to improve the turn lanes only and not the existing street in front of the school. The town believed the school would improve the entire roadway in front of the school.

As a compromise to the current situation, Derek proposed the town accept the Alternate Bid #2 from API that places a 2” asphalt surface from Lima Rd to the ditch just east of Bethel Road at a cost of \$125,460. The school would then pay API for one-half of the amount, or \$62,730.00 and the town would pay the other half. ERI estimated that the surface improvements needed in front of the school would be around \$100,000, but if the Alternate Bid were accepted, the school would not need to complete the more expensive surfacing. The school was very receptive to the idea and will run it past their school board. Derek was asked by the school and town to prepare a Letter of Understanding outlining the agreement.

The Council verbally indicated they were very receptive to the cost share idea. They would first like to know if the school would be willing to grant a 20’ to 25’ sidewalk easement on the east side of their property for future sidewalk/pathway use. Shellman agreed to check with the school, let Frederickson know, and have him include this in the Letter of Understanding.

LPA consulting contract between the town and Engineering Resources Inc. – the Council formed a committee to review the proposals for Preliminary Engineering (PE) Services to prepare for the two upcoming Carroll Road projects which are federal aid projects regulated through INDOT. The Council Committee scored ERI as the top firm for PE, INDOT approved and the LPA agreement was drafted. Both INDOT and NIRC has reviewed the proposed agreement and have given their blessing for the town to proceed. A motion was made by Mike Stamets, seconded by Pat Freck, to approve the ERI/Huntertown agreement for PE services on Des Project Numbers 1801748 and 1801749. Roll Call Vote: Mike Aker – yes; Pat Freck – yes; Gary Grant – yes; Mike Stamets – yes; Brandon Seifert – yes. Motion passed 5-0.

Next Level Trails – Shellman met with representatives from Allen County Government and from Fort Wayne Trails. It was suggested that Allen Co be the applicant for an 80-20 Next Level Trails Grant offered by the DNR. Shellman reported this to Council two weeks ago and asked if they would sign a Letter of Support for the project. If successful, the grant will cause the Pufferbelly Trail to be constructed all the way through the corporate limits of Huntertown and beyond. The \$125,000 the town budgeted to complete a section of the trail south of Gump Road would be the local match donation from the town, which would be listed by the county as a contribution towards their 20% portion. The Council is supportive of the application but would like to see cost estimates, a map, and a draft application the county is working on. Shellman will contact the lead person on the application and request that information.

Community Crossings Grant - INDOT announced the next Call for Projects is from now until February 1, 2019. The Council discussed the PASER road plan, the 50-50 cost share with the school on Hathaway Road, the API paving contract and the ERI Carroll Road project. It was unanimously decided to wait until the July Call for Projects round to apply with INDOT for 75-25 funding. That would give Ryan Schwab and Shellman time to look at street funding and feel more comfortable with committing funding.

REPORTS

Council:

Council Member Gary Grant introduced Eric Tippman who was in the audience and would be part of the group meeting at the Huntertown Fire Station for an informal discussion down there.

Beth Shellman: publicly thanked Kevin Surface for offering to help with Chamber of Commerce talks. She will be meeting with Jim and Cindy Fortman soon to discuss inactive Chamber records they have. After which, Surface has offered to deliver flyers and meet with business and industry owners to help spread the word and see how much interest there is in having a Chamber.

Council discussed the two job openings in the utility department. Mike Aker and Pat Freck indicated they were interested in sitting on a hiring committee. All council members expressed an interest in receiving the applications to review.

As stated by Grant and Tippmann earlier, Shellman is heading to the Fire Station after this meeting adjourns to meet with other governmental agencies to improve communications and collaboration between the various departments who work with fire department.

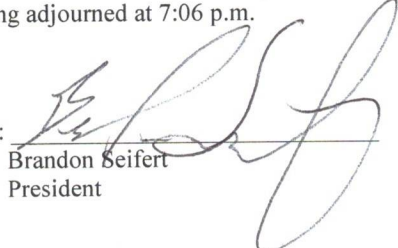
Mark Aurich : Complimented the Utility Crew for the outstanding job they did during the major snow event that occurred last weekend. He encouraged residents to clear the streets of vehicles to aid in snow removal. Also, for those who are driving on the town roads – please turn on your headlights.

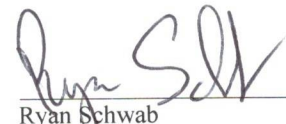
Derek: No Report

PUBLIC COMMENT – opened the floor to public comment and none were brought forth.

Gary Grant made a motion to adjourn, seconded by Pat Freck. Voice vote determined the motion carried unanimously. Meeting adjourned at 7:06 p.m.

Attest:


Brandon Seifert
President


Ryan Schwab
Clerk Treasurer