

**Town of Huntertown Utility Service Board Meeting Minutes for Monday, March 7, 2022**  
**Huntertown Town Hall, 15617 Lima Road**

A public/virtual meeting of the Huntertown Utility Service Board was held on Monday, March 7, 2022. The meeting, also utilizing the Zoom app, was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance at Huntertown Town Hall were board members Kerri Garvin, and Brad Hite; Town Manager Beth Shellman; Clerk-Treasurer Ryan Schwab; Derek Frederickson of Engineering Resources Inc.; three (3) members of the public and zero (0) member of the media. No one attended the meeting via Zoom. Absent was board member Mark Burnworth.

Brad Hite asked for Kerri Garvin to run the meeting and Kerri Garvin called the meeting to order at 5:13 p.m. with the Pledge of Allegiance.

**BOARD ACTION**

Brad Hite made a motion to approve the minutes for the February 7, 2022, meeting. Kerri Garvin seconded. Motion passed, 2-0.

Brad Hite made a motion to approve an IFA Water Loss Audit Validation services agreement with Engineering Resources Inc. for a not-to-exceed amount of \$3,000. Kerri Garvin seconded. Motion passed, 2-0.

Brad Hite made a motion to approve the use of an attorney opinion letter from Gilbert Legal Services, LLC to complete the application process for the lease-to-purchase program for the recently approved vector truck purchase. Kerri Garvin seconded. Motion passed, 2-0.

Brad Hite made a motion to give conditional approval for a water and sewer main extension application and special contract from North Eastern Development Corp. for Ridgewood at Copper Creek Section II (56 lots). Kerri Garvin seconded. Conditions for approval include technical review by the engineering firm. The motion passed, 2-0.

Brad Hite made a motion to give conditional approval for a water and sewer main extension application and special contract from North Eastern Development Corp. for Rapids at Copper Creek, Section IV (35 lots). Kerri Garvin seconded. Conditions for approval include technical review by the engineering firm. The motion passed, 2-0.

Brad Hite made a motion to give conditional approval for a new water and sewer service application and special contract from Springmill Woods Development, LLC, for Copper Creek Villas (27 lots). Kerri Garvin seconded. Conditions for approval include technical review by the engineering firm. The motion passed, 2-0.

Brad Hite made a motion to give conditional approval for a new water/sewer service application and special contract from Oakmont Development Co. II, LLC, for Cascata Estates (46 lots). Section II. Kerri Garvin seconded. Conditions for approval include technical review by the engineering firm, a resolution from the Town Council approving the connections outside the current corporate limits, and voluntary annexation from the applicant. The motion passed, 2-0.

Brad Hite made a motion to give conditional approval for a water and sewer main extension application and special contract from SJP LLC for The Pines, Section I (40 lots). Kerri Garvin seconded. Conditions for approval include technical review by the engineering firm. The motion passed, 2-0.

Brad Hite made a motion to approve an agreement with Krohn & Associates for a utility rate study and re-financing of water utility bonds at a cost between \$30,000 and \$50,000. Kerri Garvin seconded. Derek Frederickson provided the board with an overview of potential water utility projects with costs. He noted that with the re-financing of bonds, the town could likely afford to add another \$5 million in projects and take advantage of lower interest rates. Steve Carter, with Krohn & Associates, provided the board with the agreement and covered its details. Carter also noted the town would need to employ a bond counsel, recommending Barnes & Thornburg. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve payment in the amount of \$1,195.00 for an employee to attend a NASSCO Inspector Training session for sewer pipe inspecting. Kerri Garvin seconded. Motion passed, 2-0.

Brad Hite made a motion to approve payment for fencing around any existing town lift station that needs to be fenced in. Kerri Garvin seconded. Motion passed, 2-0.

### NEW BUSINESS

Outside of items listed under Board Action, the following new business was brought forth:

- Beth Shellman asked the board for approval to hire interns for the summer. Shellman said the town is working with Purdue University to get 3-4 interns for the water utility as well as Ivy Tech for a marketing intern to help with website improvements. Board members agreed to have Shellman pursue the hiring but did not take a formal vote.

### OLD BUSINESS

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

### REPORTS

Clerk-Treasurer Ryan Schwab had no report.

Outside of items listed under Board Action, Town Manager Beth Shellman handed out a copy of her report and highlighted the following items:

- She noted that the town currently has just 36 water meters in stock, despite the board approved multiple applications for new connections earlier in the meeting. Homes without meters are being billed a flat rate until a meter can be installed.

Outside of items listed under Council Action, Derek Frederickson of Engineering Resources Inc. had the following report:

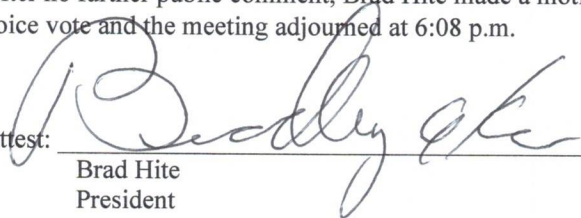
- The wellfield near the water treatment plant has been drilled and as anticipated, will provide a good water supply.
- The design on the centrifuge is complete and has been sent to IDEM for approval. There is a 6-8-week lead time on the centrifuge so the town will need to get an order placed sooner than anticipated.

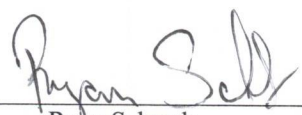
### PUBLIC COMMENT

Doug McComb, a resident at 4906 Woods Road, asked for information on the Fens development and its impact on residents in the area who are currently relying on that field for its septic systems. He asked for information on the phasing of the project. Town officials have not yet received an application from the developer for the project and have no real information to provide until that paperwork is received. McComb asked for any paperwork on the project to be sent to him and Shellman said that anything that comes in that is public record can be made available for him.

After no further public comment, Brad Hite made a motion to adjourn. Kerri Garvin seconded. Motion passed with a voice vote and the meeting adjourned at 6:08 p.m.

Attest:

  
Brad Hite  
President

  
Ryan Schwab  
Clerk Treasurer