

Town of Huntertown Utility Service Board Meeting Minutes for Monday, March 20, 2023
Huntertown Town Hall, 15617 Lima Road

A public meeting of the Huntertown Utility Service Board was held on Monday, March 20, 2023. The meeting was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance were board members Kerri Garvin (P), Anthony Ramey, and Michael Stamets; Town Manager Beth Shellman; Clerk-Treasurer Ryan Schwab; Derek Frederickson, Jim Breckler, Doug Ralston and Jessica Hile of Engineering Resources Inc.; Steve Carter of Krohn & Associates; Water Plant Operator Gabriel Brindle; Shannon Zelt of Stewart Richardson Deposition Services; one (1) member of the public and zero (0) member of the media.

Kerri Garvin called the meeting to order at 4:30 p.m. with the Pledge of Allegiance.

BOARD ACTION

Anthony Ramey made a motion to approve the minutes from the February 6, 2023, meeting. Michael Stamets seconded. Motion carried 3-0.

Anthony Ramey made a motion for conditional approval of a new water and sewer service application and special contract for Ridley Park Section II, pending technical review from the engineering firm and a holding term of 2-years for the 40 ERU's considered on the application. Michael Stamets seconded. Motion carried 3-0.

Michael Stamets made a motion for conditional approval of a new water and sewer main extension application for Hunters Development, pending technical review from the engineering firm and a holding term of 2-years for the 12 ERU's considered on the application. Anthony Ramey seconded. Motion carried 3-0.

Anthony Ramey made a motion for conditional approval of a new water and sewer service application from 17429 Lima Road, pending technical review and the securing of the necessary easement to make a connection. Michael Stamets seconded. Beth Shellman explained that the property is located outside of the town's corporate limits and that the connection would cross over adjacent property, thus requiring approval of an easement. The Town Council would also have to approve the connection since it is outside of the town's corporate limits. After no further discussion, the motion carried 3-0.

Kerri Garvin made a motion to approve a quote from Bobcat in the amount of \$67,864.13 for a ToolCat as presented, noting that the water and sewer utility would each be responsible for one-third of the total cost (\$22,621.37). Michael Stamets seconded. Water Plant Operator Gabriel Brindle provided an overview of the quote and talked about how the town planned to use the vehicle. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve a quote from H&H Sales Company in the amount of \$24,465.00 for pickup truck service body as presented, noting that the water and sewer utility would each be responsible for one-third of the total cost (\$8,155). Kerri Garvin seconded. Beth Shellman explained that a quote the board approved in February was simply for the chassis of the truck and not the service body. Wastewater Plant Operator Darren Dafforn put the quote together as the new truck/service body will be used primarily at the wastewater plant. After no further discussion, the motion carried 3-0.

Anthony Ramey made a motion to approve a not-to-exceed amount of \$20,000 from SpectraTech for manhole sealing in Huntertown. Kerri Garvin seconded. Beth Shellman explained that Street Superintendent Randy Bailey originally asked for \$60,000, but the money was not budgeted. He would like to plan to spend \$20,000 annually for this service going forward. After no further discussion, the motion carried, 3-0.

At 5:00 p.m., Kerri Garvin suspended the public meeting and opened a Public Hearing for the Wastewater Treatment Plant expansion Preliminary Engineering Report (PER). Derek Frederickson opened the session

with an overview of the need for expansion at the wastewater treatment plant. Jim Breckler followed with a 12-slide power point presentation which covered the different alternatives considered for expansion, highlighting the suggested option number six, which would increase plant capacity from 1.5 MGD to 1.9 MGD, which is estimated to gain the facility about 10-years of service before additional expansion is required. He also stated that after a rate analysis was performed by Steve Carter, a rate increase would not be required. He also covered the details of the loan details planned through the State Revolving Fund Loan Program. Before the floor was opened to public comment, Beth Shellman shared that one resident, Charles Hunsinger of 344 Carrava Cove, Fort Wayne, IN 46845, came into town hall to review the PER document on file. No members of the public came forth to offer comment. Board members commented on the following items: Kerri Garvin wanted more information on the annual allowance estimated for future capital improvements; Mike Stamets said he attended a meeting on this topic prior to the Public Hearing and was impressed with how each phase of plant expansion is designed with a future phase in mind. He also liked that the town would not be using all of its Area Connection Fee budget to make these improvements; Anthony Ramey asked why option seven (building the plant out to the full 3.0 MGD capacity) wasn't being considered since the cost of the final phase of option six would make that option more expensive with increased costs over the next 10 years. Derek Frederickson said that the cost listed accounted for an estimated inflation rate. After no further discussion, Keri Garvin closed the Public Hearing at 5:27 p.m. and reconvened the regular meeting.

Michael Stamets made a motion to recommend the acceptance of the Wastewater Plant expansion PER and to use alternative six as presented. Anthony Ramey seconded. Motion carried 3-0.

NEW BUSINESS

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

- Derek Frederickson reported that the board will see a quote in the future requesting upsizing of water main in Marcella Section II.

OLD BUSINESS

The following Old Business was brought forth:

- Derek Frederickson said his firm has received a contract from Sturges Development Group for demolition services of tunnels at the old Byron Health Center Property. He asked the board for permission to forward the contract to town attorney David Hawk for review before bringing the contract and proposal for services to the board. Verbal approval was given, and no formal vote was taken.

REPORTS

Clerk-Treasurer Ryan Schwab had no report.

Town Manager Beth Shellman had no report.

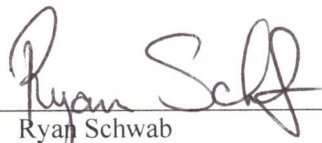
Outside of items listed under Board Action, Derek Frederickson of Engineering Resources Inc. had no further report.

PUBLIC COMMENT

None were brought forth.

Anthony Ramey made a motion to adjourn. Michael Stamets seconded. Motion passed with a voice vote and the meeting adjourned at 5:32 p.m.

Attest: 
Kerri Garvin
President


Ryan Schwab
Clerk Treasurer