

Town of Huntertown Utility Service Board Meeting Minutes for Monday, June 5, 2023
Huntertown Town Hall, 15617 Lima Road

A public meeting of the Huntertown Utility Service Board was held on Monday, June 5, 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 of Engineering Resources Inc., Water Plant Operator Gabriel Brindle' Street Superintendent Randy Bailey; five (5) members of the public and zero (0) member of the media.

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

BOARD ACTION

Michael Stamets made a motion to approve the minutes from the May 1, 2023, meeting. Anthony Ramey seconded. Motion carried 3-0.

Anthony Ramey made a motion to approve a new water and sewer service application for 2335 Edgerton Street, pending an easement to connect the property he is selling to the property he is wishing to connect. Michael Stamets seconded. Motion carried 3-0.

Michael Stamets made a motion to approve a new water and sewer service application for 390 W. Shoaff Road, pending an easement to connect to the adjacent Ridley Park subdivision. Anthony Ramey seconded. Motion carried, 3-0.

Anthony Ramey made a motion to approve a new water and sewer service application for 17090 Lima Road. Kerri Garvin seconded. Motion carried 3-0.

Anthony Ramey made a motion to approve pay-application No. 1 to M.C. Wheeler & Son's Inc. in the amount of \$53,479.01 for the Wellfield expansion project. Derek Frederickson said that the pay-application covered stored materials at the site and work is scheduled to begin soon. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve pay-application No. 3 to Robert E. Crosby, Inc. in the amount of \$397,332.75 for the centrifuge improvement project at the wastewater treatment plant. Derek Frederickson said that all the equipment is at the site and the installation will begin on July 10, 2023. After no further discussion, the motion carried 3-0.

Anthony Ramey made a motion to approve the Carroll Road Septic Relief Engineering Agreement with Engineering Resources in the amount of \$42,300. Michael Stamets seconded. Derek Frederickson said the agreement also included \$2,700 in reimbursable expenses to cover some right-of-way acquisition for the three parcels included in the project. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to purchase a Total Patcher Model T-7500 from Equipment Marketing Company through a 3-year lease-to-own program at a cost of \$11,076 from both the water and sewer utility, with an option to purchase the machine outright if funding is available. Kerri Garvin seconded. Randy Bailey covered the need for the machine with the board and Beth Shellman provided details on the quotes provided. Ryan Schwab said he would like the town to pay for the machine outright to avoid paying interest on the lease program and would look over the budget to see if funding was available to do so. After no further discussion, the motion carried 3-0.

Anthony Ramey made a motion to approve closing the Utility Office and Monday, July 3 and give the day as an extra paid holiday for all employees. Kerri Garvin seconded. Motion carried 3-0.

NEW BUSINESS

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

- Derek Frederickson reported that the Lake of Willow Creek lift station is currently at capacity and will need some upgrades when the Parkview Health site at the northeast corner of State Road 3 and Gump Road begins to develop next year. He estimates the cost of upgrade to be between \$200,000 and \$250,000 and that amount should be included in the 2024 budget.
- Derek Frederickson reported that the Serene Shores lift station (Lakes of Carroll Creek) needs an estimated \$98,000 in pump upgrades to handle the second section of the adjacent Sonora development and that an additional \$250,000 to \$300,000 would be needed to upgrade the lift station to handle the third section of that development. The original plan was to install a regional lift station to serve the area but the cost to oversize the lines for all the areas in need was estimated at \$1.5 million. He suggested that the town consider paying the \$300,000 to upgrade the pumps in the lift station now and reuse the current equipment in the lift station for others in town. This expense should also be considered for the 2024 budget.

OLD BUSINESS

The following Old Business was brought forth:

- Derek Frederickson said that he is still waiting for updated plans and pricing to complete the Silverstone water main oversizing project.
- Derek Frederickson reported that some progress has been made with Sturges Property Group about the demolition of the tunnel system on the site of the Byron Health Center. The initial budget of \$140,248 is still appropriate. Allen County will be handling the contract and will seek reimbursement from the town. He will provide more information at the next council meeting.

REPORTS

Clerk-Treasurer Ryan Schwab had the following report:

- He asked the board to consider moving its scheduled meeting for July 3, 2023, to July 17, 2023, to avoid any interruption in the July 4 Holiday. Board members gave verbal permission to advertise the move of the meeting.

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

- The town applied to Allen County requesting the use of \$3,899.372 in county ARPA funding for a water storage tower project. Awards were to be announced on June 2, 2023, but with the number of applicants, the county has moved the date of the awarding to an undetermined point later in June.
- The town collected 49 new construction permits in May.
- Flows at the water plant were higher in May of 2023 as opposed to the same time a year earlier, likely due to the dry weather and the increase in homeowner lawn irrigation. The dry weather allowed flows at the wastewater plant to return to a more normal range as opposed to the wet weather events of April and early May.

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

- North Eastern Group will be installing a 16-inch force main for an upcoming development, and he is suggesting the town upgrade that to an 18-inch force main. He will provide pricing at the next meeting.

- The Sonora Section III and Sonora Town Homes are planning to discharge at the same site of the force main upgrades for North Eastern Group mentioned above. He will provide more information at the next meeting.
- The water Plant ran at 1.8 MGD in May. The plant's capacity is 2.1 MGD. He would like to have a meeting of The Huntertown Water Planning Committee to go over the next steps to address the issue.
- Oakmont Development is interested in being reimbursed for the Rolling Oaks lift station. It was installed before the town had policies on upsizing and special contracts and other things related to the cost of the original installation. A meeting with Oakmont Development is planned to discuss this further and it's possible to amend the current reimbursement agreement with Oakmont Development for the Northeast Regional Force Main to accommodate this reimbursement. He will provide an update at the next meeting.

PUBLIC COMMENT

None were brought forth.

Michael Stamets made a motion to adjourn. Anthony Ramey seconded. Motion passed with a voice vote and the meeting adjourned at 5:55 p.m.

Attest:


Kerri Garvin
President


Ryan Schwab
Clerk Treasurer