

Town of Huntertown Utility Service Board Meeting Minutes for Monday, January 8, 2024
Huntertown Town Hall, 15617 Lima Road

A public meeting of the Huntertown Utility Service Board was held on Monday, January 8, 2024. The meeting was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance were board members Zachary Kerley, Anthony Ramey and Michael Stamets; Town Manager Beth Shellman; Clerk-Treasurer Ryan Schwab; Street Superintendent Randy Bailey; Water Plant Operator Gabriel Brindle; Derek Frederickson, Jessica Hile, and Stephen Cardenas of Engineering Resources Inc.; eight (8) members of the public and zero (0) members of the media.

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

Ryan Schwab performed the Oaths of Office for newly appointed members Zachary Kerley and Michael Stamets.

ELECTION OF OFFICER

Michael Stamets nominated Anthony Ramey to serve as President of the Huntertown Utility Service Board for fiscal year 2024. Zachary Kerley seconded the nomination and Anthony Ramey accepted the nomination. After no further discussion, the nomination was approved by a 3-0 vote.

BOARD ACTION

Michaelaam Stamets made a motion to approve the minutes from the December 4, 2023, meeting as presented. Zachary Kerley seconded. Motion carried 3-0.

Michael Stamets made a motion to approve a new water and sewer main application and special contract from Oakmont Development Co. II LLC for the Sonora Townhomes (74 lots). Zachary Kerley seconded. Motion carried 3-0.

Michael Stamets made a motion to approve a Special Contract for extension of water and sanitary sewer mains in Copper Creek Shops. Zachary Kerley seconded. Motion carried 3-0.

Michael Stamets made a motion to provide conditional approval for a new water and sewer service application from Northwest Allen County Schools for the Willow Creek Middle School. Conditions for approval include approval of a special contract, technical review by the engineering firm; voluntary annexation and construction to begin within two years. Zachary Kerley seconded. Motion carried 3-0.

Michael Stamets made a motion to recommend to the Huntertown Town Council the approval of infrastructure completion agreements for Silverstone, Silverstone Estates and Farmstead at Carroll Creek subdivisions as presented. Zachary Kerley seconded. Derek Frederickson provided an overview of the agreements, noting that the agreement will allow for the secondary approval of the plats to allow the developer to sell the ground to home builders who can begin selling lots. Homes can be built; however, water and sewer permits will not be available until all utility infrastructure is complete and approved by the town. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to recommend to the Huntertown Town Council the approval of self-permitting for sanitary sewer projects and to use Engineering Resources as the permitting agent. Zachary Kerley seconded. Derek Frederickson said that Engineering Resources could be the permitting agent for any project that is not designed by Engineering Resources. Projects that ERI design would require the town to go back to IDEM for permitting or use another local firm for permitting. Self-permitting would save weeks of time and ERI already does the review work before submitting to the Indiana Department of Environmental Management for permitting. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve an application to IDEM for the Hathaway Road Septic Relief project. Zachary Kerley seconded. Motion carried 3-0.

NEW BUSINESS

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

- Derek Frederickson presented the board with a draft of a Professional Services Agreement with Engineering Resources Inc. for the Northwest Water Tower & Main Extension (Shoaff Road water tower). The total cost for engineering services was listed at \$322,130.00. No action was taken.
- Derek Frederickson provided the board with a handout detailing a septic relief project for residents on Carroll Road. He asked the town to consider paying for the project, estimated between \$70,000-\$80,000, which would serve three lots and would allow for connectivity from the east in the future. There was also an option to install part of the water line away from the existing pond to lower the cost to between \$30,000-\$40,000. No action was taken.

OLD BUSINESS

Outside of the items listed under Board Action, no other old business was brought forth.

REPORTS

Clerk-Treasurer Ryan Schwab had the following report:

- Fort Wayne IT Solutions would like to introduce a plan for managing each of the town's 10 iPads, used by council members and utility board members. The implementation would require the board members to turn their iPads over to the company for a brief period. Board members were agreeable.

Town Manager Beth Shellman handed out a copy of her report but provided no further comment.

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

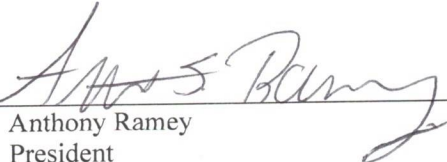
- As part of the Carroll Road reconstruction project, he is suggesting that the town add a new "Welcome to Hometown" sign on the south side of Carroll Road at the town limits. A design presented to the board at a prior meeting that included the Carroll High School logo was rejected by the school district, so new designs were presented.

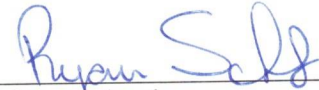
PUBLIC COMMENT

None were brought forth.

Zachary Kerley made a motion to adjourn. Michael Stamets seconded. Motion passed with a voice vote and the meeting adjourned at 5:42 p.m.

Attest:


Anthony Ramey
President


Ryan Schwab
Clerk Treasurer