

Town of Huntertown Utility Service Board Meeting Minutes for December 3, 2018

A meeting of the Huntertown Utility Service Board was held on Monday, December 3 2018 at approximately 5:00 p.m. Attendees included board members Kerri Garvin and Brad Hite; Clerk-Treasurer Ryan Schwab; Town Manager Beth Shellman; Superintendent of Utilities Mark Aurich; Derek Frederickson of Engineering Resources; and Dave Hawk of Hawk Haynie Kammeyer & Smith. Also present were seven (7) members of the public and one (1) reporter. Absent was board president Jim Fortman.

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

Board Actions

Brad Hite made a motion to approve the minutes from the November 1, 2018 administrative meeting. Kerri Garvin seconded. Motion passed, 2-0.

Brad Hite made a motion to approve the minutes from the November 8, 2018 regular meeting. Kerri Garvin seconded. Motion passed, 2-0.

Brad Hite made a motion to approve the water and sewer claims dated November 19, 2018 and December 3, 2018. Kerri Garvin seconded. Motion passed, 2-0.

Kerri Garvin made a motion to approve the 2019 Utility Service Board meeting schedule as presented. Brad Hite seconded. Motion passed, 2-0.

Brad Hite made a motion to approve Utility Service Board Resolution 18-008, an Ordinance and Resolution providing setting salaries of elected officials and other employees of the Town of Huntertown for fiscal year 2019. Kerri Garvin seconded. Beth Shellman noted that the resolution included the three-percent salary increase for all employees, except for elected officials, approved earlier in the year. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve conditional approval for a water connection at 1638 Carroll Road. Kerri Garvin seconded. Conditions for approval include a technical review by the Superintendent of Utilities. Beth Shellman noted that the residence already resides in the town's corporate limits and is already a sewer customer. After no further discussion, the motion passed, 2-0.

Brad Hite made a motion to approve a revised construction inspection policy for the town of Huntertown, including a minimum charge of 4-percent of the total project to be charged to developers to cover construction inspection costs. Kerri Garvin seconded. Derek Frederickson provided a brief overview of the current policy; the desire for change; the amount of time his company would devote to construction inspection under the new policy; and how construction inspection amounts would be calculated. After no further discussion, the motion passed, 2-0.

New Business

Ryan Schwab opened a discussion about the 2019 Utility Service Board budget. Budget documents have been prepared and distributed to board members. Schwab inquired about a recent presentation from Suez, for a water tower maintenance agreement. The town is still working to finalize an agreement with the company, but said he was confident the current budget amounts would cover the costs suggested in drafts presented by Suez. Brad Hite would like to see a final agreement with Suez reached before approving the budget. Schwab said the budget could be approved at the first meeting in January. After no further discussion, no action was taken.

Old Business

No other old business was brought forth.

Reports

Clerk Treasurer Ryan Schwab had no report.

Town Manager Beth Shellman provided the board members with a handout and addressed the following items:

- She is requesting permission to seek quotes for two new trucks in January, 2019.
- She reviewed pending plats, noting eight developments that are currently being planned.

Mark Aurich provided the board members with a hand out and issued a report on the following topics:

- Water and Sewer operations continue to function exceptionally
- The second solids holding tank is complete and should be put in service over the Christmas Holiday break.

Derek Frederickson of Engineering Resources had the following report:

- He is reviewing construction standards for the water and sewer utilities and plans to bring a revision to the board at the January, 2019 meeting.
- Presented board members with a draft of his 2019 on-call services agreement. He is requesting that the not-to-exceed amount for 2019 increase to \$75,000. He will ask for approval at the January, 2019 meeting.
- The 2018 on-call services agreement has eclipsed the not-to-exceed amount of \$50,000. He presented the board with a document detailing \$24,954.50 worth of additional work his company has done on behalf of the town. He is asking the board to consider increasing the not-to-exceed amount for 2018 to \$75,000 to cover the additional expenses. After no further discussion, no action was taken.

Dave Hawk, representing Hawk Haynie Kammeyer and Smith had the following report:

- Dialogue continues related to mediation with Geiger Excavating.

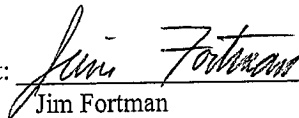
Brad Hite thanked Cub Scout Pack 3055 for its work on painting candy canes, currently being displayed as Christmas decorations throughout Hometown.

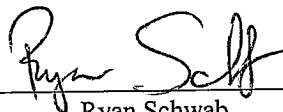
Public Comment

None were brought forth

Brad Hite made a motion to adjourn. Kerri Garvin seconded. Motion passed 2-0 and the meeting adjourned at 5:32 p.m.

Attest:


Jim Fortman
President


Ryan Schwab
Clerk Treasurer