

Town of Huntertown Utility Service Board Meeting Minutes for July 1, 2019

A meeting of the Huntertown Utility Service Board was held on Monday, July 1, 2019 at approximately 5:00 p.m. Attendees included board members Kerri Garvin and Brad Hite (P); Clerk-Treasurer Ryan Schwab; Town Manager Beth Shellman and Town Engineer Derek Frederickson. Also present were one (1) member of the public and one (1) reporter. Absent was Board member Jim Fortman.

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

Board Actions

Kerri Garvin made a motion to approve the minutes from the June 3, 2019 regular. Brad Hite seconded. Motion passed, 2-0.

Kerri Garvin made a motion to approve the water and sewer claims, each dated for June 17, 2019 and July 1, 2019. Brad Hite seconded. Motion passed, 2-0.

Brad Hite made a motion to approve Utility Service Board Resolution 19-003, a Resolution authorizing use of the services of 'Invoice Cloud' for payments of utility bills; conditioned upon clarifying the correct date in the resolution. Kerri Garvin seconded. Motion passed, 2-0.

New Business

Outside of items listed under Board Actions, no other new business was brought forth.

Old Business

Frederickson provided an update on introducing capital improvement fees for new water/sewer utility customers. A committee has been formed and has already met on this topic. Frederickson said that the committee does want to continue to pursue the topic. He has been in contact with a financial advisor, Steve Carter, who has provided the town with financial analysis on a variety of projects in the past. Frederickson would like to invite Carter to a future committee meeting to lay out for him the goals behind introducing these new fees. He also said that this work could be combined with some other financial analysis work the town is in need of to save money on fees. Board members gave verbal approval to have Steve Carter attend a future committee meeting. After no further discussion, no action was taken.

Reports

Clerk Treasurer Ryan Schwab had no report.

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

- Phase 2 of the Wellhead Protection Plan is due to IDEM by December 27, 2020. She will be asking the town council for approval to have Hydrophase Inc. conduct the work needed to update the plan. They are the same company who did the work for phase 1. Derek Frederickson agreed that the work done by Hydrophase Inc. was more than satisfactory.
- The town is working with the Allen County Surveyor's Office to prepare for the IDEM annual Storm Water Quality Audit and Inspection at the town's facilities on July 10, 2019 at 1:30 p.m.

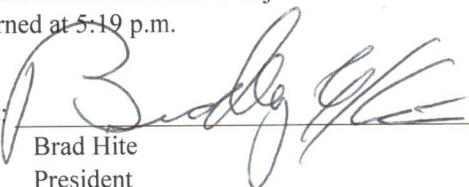
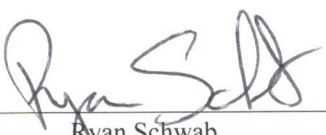
Brad Hite as for an update on the Ferguson Tile project as listed on Shellman's report. Shellman said she was told by the Allen County Surveyor's office, that if the town wanted to continue the Ferguson Tile reconstruction project east of State Road 3, someone would need to file a petition for a public hearing establishing a county drain and new tax (for both the town and property owners) and create a repair and maintenance fund. Derek Frederickson said that the project on the west side of State Road 3 did reduce a lot of inflow and infiltration from the town's sanitary sewer system, however he did not expect to see the same type of gain on the east side of the road.

Outside of items listed under Board Action, Town Engineer Derek Frederickson had no further report.

Public Comment

None were brought forth.

Brad Hite made a motion to adjourn. Kerri Garvin seconded. Motion passed with a voice vote and the meeting adjourned at 5:19 p.m.

Attest:  
Brad Hite
President
Ryan Schwab
Clerk Treasurer