

## **Town of Huntertown Utility Service Board Meeting Minutes for August 5, 2019**

A meeting of the Huntertown Utility Service Board was held on Monday, August 5, 2019 at approximately 5:00 p.m. Attendees included board members Jim Fortman, Kerri Garvin and Brad Hite (P); Clerk-Treasurer Ryan Schwab; Town Manager Beth Shellman and Town Engineer Derek Frederickson. Also present were fourteen (14) member of the public and one (1) reporter.

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

### **Board Actions**

Jim Fortman made a motion to approve the minutes from the July 1, 2019 regular meeting. Brad Hite seconded. Motion passed, 3-0.

Kerri Garvin made a motion to approve the water and sewer claims, each dated for July 15, 2019 and August 5, 2019. Jim Fortman seconded. Motion passed, 3-0.

Jim Fortman made a motion to approve promotions from Utility 4 to Utility 3 for employees Austin Roberson and Anthony Marquart. Kerri Garvin seconded. Beth Shellman noted that both had been hired in March and had gone through two evaluations. The salary increase for both goes from \$15.45 an hour to \$17.13 an hour. After no further discussion, the motion passed, 3-0.

Brad Hite made a motion to approve an agreement for a product exchange program with Master Meter for water meters at a cost of \$143.75 per meter. Jim Fortman seconded. Motion passed, 3-0.

Kerri Garvin made a motion to pay the utility portion of employee Anthony Marquart's insurance policy until Marquart can enroll in the town's insurance. Jim Fortman seconded. Ryan Schwab explained the Marquart was late in submitting his enrollment forms to enroll in the town's insurance plan. He was ineligible to enroll until the town's open enrollment period began in December. Marquart purchased his own insurance and requested the town pay for the same percentages that it pays out on its insurance plan; 90% for employees and 50% for dependents. After no further discussion, the motion passed, 3-0.

### **New Business**

Rick Slaybach, Director, and Dan Mudrack, Treasurer, of the Allen County Fairgrounds Board, spoke to the council about utility connection issues at the Fairgrounds. Currently, the town provides water to the Fairgrounds and the City of Fort Wayne provides sewer. The town has sent notice to the Fairgrounds Board of its intent to disconnect the water unless the Fairgrounds Board agrees to connect to the town's sewer utility. The Fairgrounds Board would like for this to occur, however, the City of Fort Wayne has indicated that it will cap its lines at the site if a disconnection would occur, forcing the Fairgrounds Board to spend its own money to connect to Huntertown. All parties continue to discuss this issue with their respective attorneys. The Town has provided the Fairground Board with a connection deadline of December 31, 2019. The board verbally agreed to have the Town send a letter to the Fairgrounds Board giving them a 30-day extension on its decision to connect with the Town's sewer utility or risk losing water service.

### **Old Business**

Derek Frederickson provided a handout detailing options for utility surcharges and system development fees for both the water and sewer utilities. The packet also contained details on future capital projects needed for the two utilities. Projects included converting the old water plant to a booster station and adding a ground level storage tank at the site; adding a 12-inch water main on Lima Road, between Shoaff Road and Cedar Canyons Road; A 12-inch new force main connecting the existing force main on Woods Road to the existing lift station near the intersection of Lima Road and Cedar Canyons Road; and a regional lift station project to serve potential development northeast of the town's corporate limits, including the addition of a 6-inch force main from the Woods Road lift station to the existing 12-inch force main along Woods Road. Frederickson was seeking input from the board on how to direct consultant Steve Carter to proceed with his analysis of utility surcharges and system development fees that would help fund the projects presented. Beth Shellman asked if a rate study for the sewer utility could also be included in

Carter's analysis. The Board would like to see an analysis to cover all projects presented, putting emphasis on the Lima Road Water Main project and the Woods Road sewer force main project.

**Reports**

Outside of items under Board Action, Clerk Treasurer Ryan Schwab had no further report.

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

- She displayed the plaque the town earned for having the most team entrants for the Pufferbelly 5K held on Saturday, July 20. The town plans to enter teams in future Pufferbelly 5K fundraisers.
- She asked board members to check their schedules for dates to hold an administrative meeting with the Hometown Town Council to discuss department heads as well as the employee time studies.

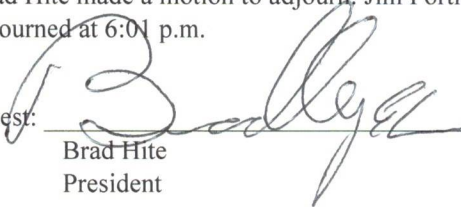
Outside of items listed under Old Business, Town Engineer Derek Frederickson had no further report.

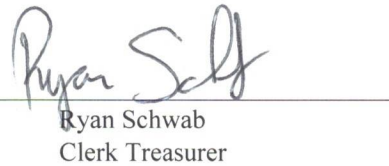
**Public Comment**

None were brought forth.

Brad Hite made a motion to adjourn, Jim Fortman seconded. Motion passed with a voice vote and the meeting adjourned at 6:01 p.m.

Attest:

  
Brad Hite  
President

  
Ryan Schwab  
Clerk Treasurer