

October 7

**Town of Huntertown Utility Service Board Meeting Minutes for ~~September 3, 2019~~**

A meeting of the Huntertown Utility Service Board was held on Monday, October 7, 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 six (6) members 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 September 3, 2019 regular meeting and August 21, 2019 Joint Administrative session with the Huntertown Town Council. Brad Hite seconded. Motion passed, 3-0.

Brad Hite made a motion to approve the water and sewer claims, each dated September 16, 2019 and October 7, 2019. Jim Fortman seconded. Motion passed, 3-0.

Brad Hite made a motion to approve a water and sewer connection for 4806 Carroll Road. Kerri Garvin seconded. Beth Shellman covered the details of the connection, noting that it would be made with the new Majestic Pointe development current under construction on adjacent property. After no further discussion, the motion passed, 3-0.

Jim Fortman made a motion to approve water and sewer connections for the Grande Pointe at Copper Creek development, totaling 80-lots. Brad Hite seconded. Scott Karst, representing Engineering Resources Inc. covered the details of the connection. Jim Fortman asked about the impact these developments would have on potential surcharges the board and Huntertown Town Council are discussing for the utilities. Derek Frederickson said the potential surcharges likely wouldn't impact the developers directly. After no further discussion, the motion passed, 3-0.

Jim Fortman made a motion to approve water and sewer connections for the Ridgewood at Copper Creek development, totaling 41-lots. Scott Karst, representing Engineering Resources Inc. covered the details of the connection and with no discussion, the motion passed 3-0.

Brad Hite made a motion to approve the purchase of a 60KW Generac generator from Everpar for a total cost of \$46,300. Jim Fortman seconded. Beth Shellman provided the board with an overview of the three quotes the town received. Ryan Schwab said that each utility (water/sewer) would be responsible for 1/3 of the overall cost (15,433) with the Town Council to approve payment of the remaining 1/3 at its meeting later in the evening. After no further discussion, the motion passed, 3-0.

Jim Fortman made a motion to approve a not-to-exceed amount of \$8,000 for pump and impeller upgrades at the Serene Shores lift station. Kerri Garvin seconded. Beth Shellman said the quote for the generator came in at \$5,315 and the cost of the impellers is \$2,056. She also reported the lift station three developments and the impellers will increase the flow by 40 gallons/minute. After no further discussion, the motion passed, 3-0.

**New Business**

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

- Beth Shellman presented a quote from TonkaWater for service on the Tonka control panel at the water treatment plant. Jim Fortman expressed concern that the majority of the quote covered travel expenses and wondered if the work could be done remotely to help save the town on expenses. Shellman said she would look into an upgrade for the panel. The board will revisit the topic at its November meeting.

**Old Business**

Outside of items listed under Board Actions, the following old business was brought forth:

- Brad Hite said he was okay with the terms of the Krohn & Associates agreement for work on rate studies and development charges and surcharges for the two utilities and would sign the agreement.

### Reports

Clerk-Treasurer Ryan Schwab had the following report:

- He handed out the draft of the 2020 utility board budget. Kerri Garvin asked if a workshop could be scheduled to go over the budget as a group.
- Invoice Cloud has been successfully implemented. He encouraged utility customers to sign up for the e-billing option.
- Individual direct deposit accounts have been set up and he hopes to implement it for the October 11, 2019 payroll. He is planning to print checks as a back-up in the event an issue with the direct deposit program arises.

Outside of items listed under Board Action, Town Manager Beth Shellman handed out a copy of her report and highlighted the following items:

- Pipeline safety training will be conducted on October 16.
- The town continues to talk with the City of Fort Wayne regarding an interlocal agreement for sewer lines at the Allen County Fairgrounds property. The Fairgrounds is expected to submit a voluntary annexation petition by October 17. Existing water services will soon be billed to the town.
- The town is obtaining quotes for a new truck with a service body.
- Each of the department heads is providing a monthly report, which she is adding to her monthly report.

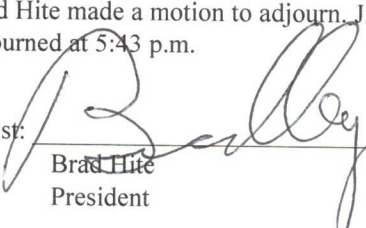
Outside of items listed under Old Business, Town Engineer Derek Frederickson had no further report.

### Public Comment

Jeff Rice, a resident at 1817 Hathaway Road, asked the board about getting an adjustment on his utility bill to account for the high wastewater cost associated with watering his yard at his new home. Ryan Schwab covered the details of the sprinkler credit the town offers, however it does not cover the time Rice has spent watering. Board members told Rice they were not interested in suggesting a change to the town's ordinance to the Town Council at this time.

Brad Hite made a motion to adjourn. Jim Fortman seconded. Motion passed with a voice vote and the meeting adjourned at 5:43 p.m.

Attest:

  
Brad Hite  
President

  
Ryan Schwab  
Clerk Treasurer