

**Town of Huntertown Utility Service Board Meeting Minutes for Monday, November 4, 2024**  
**Huntertown Town Hall, 15617 Lima Road**

A public meeting of the Huntertown Utility Service Board was held on Monday, November 4, 2024. The meeting was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance were board members Zachary Kerley, Tony Ramey and Michael Stamets; Town Manager Hannah Walker; Clerk-Treasurer Ryan Schwab; Derek Frederickson, Jim Breckler, Stephan Cardenas and Jessica Hile of Engineering Resources Inc; Town Attorney David Hawk of Hawk Haynie Kammeyer & Smith; three (3) members of the public and zero (0) member of the media.

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

**BOARD ACTION**

Zachary Kerley made a motion to approve the minutes from the October 7, 2024, meeting as presented. Michael Stamets seconded. Motion carried 3-0.

Michael Stamets made a motion to approve an engagement letter with Krohn & Associates with a not-to-exceed amount of \$55,000 for the Water Revenue Bonds of 2024. Zachary Kerley seconded. Motion carried 3-0.

Zachary Kerley made a motion to conditionally approve the Cedar Canyons Road Water Main project bid recommendation of Pinpoint Directional Drilling Inc. in the amount of \$66,489.00, with the condition that all easements for the project are acquired. Michael Stamets seconded. Jessica Hile covered the details of the bids and noted that one easement remains outstanding and should be finalized soon. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to conditionally approve a new water and sewer service application from Classic Heights LLC for Classic Heights West (38 lots), with conditions including technical review, a special contract and construction starting within two years. Zachary Kerley seconded. Motion carried 3-0.

Michael Stamets made a motion to conditionally approve a new water and sewer service application from New Venture Development Corporation for Lakes at Broad Acres Section II (79 lots) and Grasslands at Broad Acres Section II (53 lots), with conditions including technical review, a special contract and construction starting within two years. Zachary Kerley seconded. Motion carried 3-0.

Zachary Kerley made a motion to approve the special contract for Lakes at Broad Acres Section II and Grasslands at Broad Acres Section II as presented. Michael Stamets seconded. Motion carried 3-0.

Zachary Kerley made a motion to approve a new water service application Sanctuary at the Fens sections I and II and Crossings at the Fens Sections I and II. Michael Stamets seconded. Motion carried 3-0.

**NEW BUSINESS**

Outside of the items listed under Board Action, no other New Business was brought forth.

**OLD BUSINESS**

The following Old Business was brought forth:

- Hannah Walker provided the board with an updated job description for the Wastewater Operator position. Board members were concerned that the salary range was too low to attract the type of individual the town wanted for the position. Walker said she would further research what other operators both around the state and within communities the size of Huntertown are making.

## REPORTS

Town Manager Hannah Walker had the following report:

- The town is sending out letters to 1,700 customers asking for help in identifying the unknown type of water service lines leading to the home. The town does not think it has any lines that contain any copper or lead, but any that do will need replaced.

Clerk-Treasurer Ryan Schwab had no report.

Outside of items listed under Board Action, Town Engineer Derek Frederickson had the following report:

- He handed out the updated summary of remaining capacity at the Water Treatment Plant and Wastewater Treatment Plant. In October, 25 new customers were added to each utility. The water plant has 401 remaining connections or about 9.8 months of average connections until it is at capacity. High Service pumps should be installed before the end of the year and will greatly increase capacity at the plant so there is no concern. The wastewater treatment plant can handle 401 connections or about 25.9 months of average monthly connections.

Town Attorney Dave Hawk had no further report.

## 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 was adjourned at 5:22 PM.

Attest:

  
Anthony Ramey  
President

  
Ryan Schwab  
Clerk Treasurer