

Town of Huntertown Utility Service Board Meeting Minutes for Monday, December 2, 2024
Huntertown Town Hall, 15617 Lima Road

A public meeting of the Huntertown Utility Service Board was held on Monday, December 2, 2024. The meeting was held at Huntertown Town Hall, 15617 Lima Road, Huntertown, IN. Members in attendance were board members Zachary Kerley 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; one (1) member of the public and one (1) member of the media. Board member Tony Ramey and Kelly Garnder of the Alliance of Indiana Rural Water Association attended the meeting via Microsoft Teams.

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 November 4, 2024, meeting as presented. Michael Stamets seconded. Motion carried 3-0.

Zachary Kerley made a motion to approve Huntertown Resolution 2024-002, a resolution to fix salaries of elected and appointed officials and employees of the Town of Huntertown for fiscal year 2025. Michael Stamets seconded. Motion carried 3-0.

Michael Stamets made a motion to approve the employer acceptance agreement to allow an employee to participate in the Indiana Alliance of Rural Water's Apprenticeship program. Zachary Kerley seconded. Hannah Walker provided details on the program that will allow new employee Dillon Shellman to achieve his wastewater operator license in two years instead of three. The program comes with intermittent pay raises throughout the program. Council members would like to enter into an agreement with Shellman to ensure that he stays with the Town of Huntertown following the program for a certain period of time. After no further discussion, the motion carried 3-0.

Zachary Kerley made a motion to approve a new water and sewer service connection application from Just for Kids Dentistry located at 1912 Nisbit Road in the Copper Creek Shoppes. Michael Stamets seconded. Motion carried 3-0.

Michael Stamets made a motion to approve the proposal from Republic Services for large container solid waste hauling at the wastewater treatment plant as presented. Zachary Kerley seconded. The contracted amounts are \$54.02 per ton and \$386.25 per haul. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve an engineering services agreement with Engineering Resources Inc. to extend a 12-inch water main along Old Lima Road from the intersection of Woods Road to the intersection of Gump Road on the west side in the amount of \$675,572.00. Zachary Kerley seconded. Motion carried 3-0.

Michael Stamets made a motion to approve a request for additional services in the amount of \$91,157.00 from Engineering Resources Inc. for additional work on the WWTP Phase 3 Expansion project. Tony Ramey seconded. Derek Frederickson provided the board with a breakdown of the additional work being added to the project, totaling \$1,175,445.00. After no further discussion, the motion carried 3-0.

Michael Stamets made a motion to approve payment in the not-to-exceed amount of \$55,800.00 for water well drilling services by M.C. Wheeler & Sons. Zachary Kerley seconded. Motion carried 3-0.

Michael Stamets made a motion to approve an increase in the not-to-exceed amount for Engineering Resources Inc. by \$65,000 for the remainder of the year. Tony Ramey seconded. Motion carried 3-0.

Zachary Kerley made a motion to approve the 2025 Utility Service Board meeting schedule as presented. Michael Stamets seconded. Motion carried 3-0.

Michael Stamets made a motion to approve a new water and sewer service application for the property at 390 W. Shoaff Road. Tony Ramey seconded. Motion carried 3-0.

Michael Stamets made a motion to approve the 2025 Huntertown Utility Service Board budget as presented. Zachary Kerley seconded. Motion carried 3-0.

NEW BUSINESS

Outside of the items listed under Board Action, the following New Business was brought forth:

- Derek Frederickson asked the board if it would be agreeable to have further discussions with Fort Wayne City Utilities about assisting the town with peak flow events for the water utility. Board members agreed to continue the discussion.

OLD BUSINESS

No Old Business was brought forth:

REPORTS

Town Manager Hannah Walker had the following report:

- The wastewater treatment plant expansion project has been submitted and an award will be known in March.
- The pre-bid meeting for the water tower project is scheduled for December 3, 2024. The award will be voted on in January.
- GIS tablets have been put in use by town employees and can cover a variety of functions.
- Utility Office Manager Rosemary Scheele has announced plans to retire on March 1, 2025.

Outside of items listed under Council Action, Clerk-Treasurer Ryan Schwab had no further 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 November, 17 new customers were added to the water utility and 18 were added to the sewer utility. The water plant has 384 remaining connections or about 9.4 months of average connections until it is at capacity. The wastewater treatment plant can handle 1061 connections or about 25.4 months of average monthly connections.

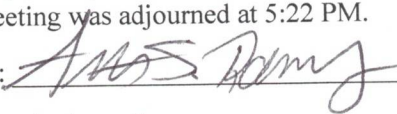
Town Attorney Dave Hawk had no further report.

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