

Allen Water District

3230 North Cole Street

Lima, Ohio 45801

Phone 419-996-4679 Fax 419-229-3297

allenwaterdistrict@allencountyohio.com



"Addressing the water needs of the Community"

April 9, 2025 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **April 9, 2025 at 2:00 p.m.** at the Training Center of the Allen County Sanitary Engineering Department office located at 3230 North Cole Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Pledge of Allegiance
3. Additions, Changes, or Corrections to Agenda
4. Approval of AWD Meeting Minutes – March 12, 2025
5. Clerk of Board Report
6. Attorney's Report
7. Treasurer's Report
8. Sanitary Engineer's Report
9. CPA Report
10. Old Business
11. New Business
12. Board Comments
13. Public Forum
14. Executive Session
15. Adjournment

A quorum being present, Mr. Kessen brought the meeting to order at 2:00 p.m. and proceeded with the agenda.

1. ROLL CALL

Mr. Miller
Mr. Kessen
Mr. Gosnell
Mr. Ingle
Mr. Neeper
Mr. Leis
Mr. Core
Ms. Joyce
Mr. Ewing

American Twp Representative
Perry Twp Representative
Shawnee Twp Representative
Bath Twp Representative
Allen County Representative
Allen County Representative
Allen County Representative
Allen County Representative
Member-at-Large

STAFF

Kim Stiles – Clerk of the Board
Shannon Finn – Office Assistant
Rex Huffman – District Legal

PUBLIC – None

2. PLEDGE OF ALLEGIANCE

3. ADDITIONS, CHANGES OR CORRECTIONS TO AGENDA – None

4. APPROVAL OF MEETING MINUTES – Motion made by Mr. Neeper to approve the March 12, 2025 minutes. Seconded by Mr. Ewing. Motion carried 9-0.

5. CLERK OF BOARD REPORT

Ms. Finn stated since last month's meeting there had been the following:

- 2 connection inquiries
 - 14 permits issued
 - No extension inquiries
 - 2 Special Connection Requests
1. Shawn Dotson inquired about running a service line approx. 1,000 feet from the waterline on Elida Rd to a home on Hillsdale. The Board recommended Mr. Dotson seek approval from the township. If approved by the township, the Board will reconsider. The Board added, if allowed, Mr. Dotson will need to sign an agreement to pay the difference of project cost if a waterline ever runs north on Hillsdale by his property and the current CPF charged if allowed to connect to existing line.
 2. Brad Swaney would like to extend a service line from the corner of Faulkner Rd. to his home at 6746 Westminster St. The Board would rather he extend the waterline than run a service line as this would be most efficient for the system. It was recommended a survey be sent to residents of Westminster to see how much interest there is in public water and discuss engineering with Brice/Access Engineering.

Improvements/Changes/Upcoming Events

- County Appointments Semi-annual Update with Commissioners to be held on April 22nd at 1 p.m.
- CORD Board Meeting – March Meeting rescheduled to April 25th tentatively.
- Mr. Neimeyer added the ORC will be having a fish fry on Good Friday, April 18th.

By-laws, Policies and Procedures: Bylaws Committee met on March 18th to prepare a Slate of Officers (per the bylaws) and review Section II, Article 1 (A) and (i). Meeting minutes available upon request. Mr. Huffman suggested sharing the proposed Bylaws revision with the appointing authorities before the Board acts on it. There will be a resolution regarding the Bylaws attendance update at the next board meeting.

Contracts and Agreements: Developer's Agreement sent to Vino Land Development Group, LLC for the waterline extension on Eastown Road (Vascular Institute).

RESOLUTION 25-014: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, AUTHORIZES MR. GREG KESSEN, CHAIR, TO SIGN A DEVELOPMENT AGREEMENT WITH VINO LAND DEVELOPMENT GROUP, LLC FOR THE WATERLINE EXTENSION ON EASTOWN ROAD. Motion made by Mr. Neeper. Seconded by Mr. Ingle. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – abstain, Mr. Ewing – yes, Ms. Joyce – yes.

Projects:

AWD Specifications – Project Committee would like to update the District’s specifications.

Sugar Street

- Phase 1 – Robb Avenue to Williams Street. Easement preparation has begun.
 - Bid – End of 2025
 - Construction – 2026
- Phase 2 – Findlay Road to Christopher. Working on easement prep for this phase as well.
 - Bid – End of 2026
 - Construction – 2027

East Regional Loop – High Priority Project

- Project Committee determined SR 81 to be the optimal route for this project.
- WSRLA – Project re-nominated/submitted in March.

East Regional

- Village Enforcement of Connection Ordinances –Mr. Huffman recommended we make copies of these files for Mr. Emerick.
- Legal Fee Agreement on Agenda for Lafayette Village Council (4/10/25 Meeting)

Developments

- PROJECT BOSC – Working on terms of waterline extension agreement.
- EASTOWN RD – LIMA VASCULAR – Developers Agreement received
- AUTUMN LAKE CONDOMINIUM DEVELOPMENT – Provided engineer comments.
- HICKORY CREEK PHASE 2 – Waterline is installed
- WAWA – BREESE AND SOUTH DIXIE – Pre-construction held this date, April 9th

6. **ATTORNEY’S REPORT:** Working with Project BOSC at many different levels. Working with City of Lima on best long term plan and amounts of water needed.

7. **TREASURER’S REPORT:**

Revenue and Expense Reports for March 2025 (Month-to-Date and Year-to-Date) for funds 8750, 8751, 8752, 8754, 8755 and 8756 are available.

Mr. Neeper added the Audit and Finance Meeting scheduled for April has been moved to May.

MOTION MADE BY MR. NEEPER TO APPROVE THE APRIL 2025 TREASURER'S REPORT. Seconded by Mr. Leis. Motion carried 9-0.

MOTION MADE BY MR. NEEPER TO APPROVE THE MARCH 2025 TREASURER'S REPORT. Ms. Stiles stated this was missed at last month's meeting. Seconded by Mr. Core. Motion carried 9-0.

8. **CPA REPORT:** None

9. **SANITARY ENGINEER:** Nothing to Report.

10. **OLD BUSINESS:**

MOTION MADE BY MR. NEEPER TO GO INTO EXECUTIVE SESSION TO DISCUSS APPOINTMENT OF MEMBER-AT-LARGE AT 2:50 P.M. Seconded by Mr. Leis. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle –yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

MOTION MADE BY MR. MILLER TO COME OUT OF EXECUTIVE SESSION AT 2:52. Seconded by Mr. Gosnell. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle –yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

RESOLUTION 25-015: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, APPOINTS MR. STEVE EWING AS MEMBER-AT-LARGE TO THE ALLEN WATER DISTRICT BOARD OF TRUSTEES WITH TERM TO COMMENCE MAY 1, 2025 THROUGH APRIL 30, 2028. Motion made by Mr. Miller. Seconded by Mr. Core. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – abstain, Ms. Joyce – yes.

11. **NEW BUSINESS:** Election of Officers

Mr. Kessen stated an election will be held for Chair, Vice Chair, Secretary and Treasurer. Mr. Core put forward the following slate (also the existing slate) on behalf of the By-Laws Committee:

Chair – Mr. Kessen
Vice Chair – Mr. Core
Treasurer – Mr. Neeper
Secretary – Mr. Ingle

Mr. Kessen opened the floor for any other nominations for the Office of Chair. (Mr. Kessen is the only nominee.)

MR. MILLER MADE MOTION NOMINATIONS BE CLOSED AND UNANIMOUS BALLOT CAST. Seconded by Mr. Leis. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – abstain, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

Mr. Kessen opened the floor for any other nominations for the Office of Vice Chair. (Mr. Core is the only nominee.)

MR. MILLER MADE MOTION NOMINATIONS BE CLOSED AND UNANIMOUS BALLOT CAST. Seconded by Mr. Leis. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – abstain, Mr. Ewing – yes, Ms. Joyce – yes.

Mr. Kessen opened the floor for any other nominations for the Office of Treasurer. (Mr. Neeper is the only nominee.)

MR. MILLER MADE MOTION NOMINATIONS BE CLOSED AND UNANIMOUS BALLOT CAST. Seconded by Mr. Core. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

Mr. Kessen opened the floor for any other nominations for the Office of Secretary. (Mr. Ingle is the only nominee.)

MR. MILLER MADE MOTION NOMINATIONS BE CLOSED AND UNANIMOUS BALLOT CAST. Seconded by Ms. Joyce. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

12. **BOARD MEMBER COMMENTS:** None

13. **PUBLIC FORUM:** None

14. **EXECUTIVE SESSION:** Mr. Kessen stated no action taken during Executive Session.

15. **ADJOURNMENT:** Motion for adjournment made by Mr. Miller at 2:59 p.m. Seconded by Mr. Core. Motion carried 9-0.

ATTESTED:


Chairman Date 5/14/25


Secretary Date 5-14-25