

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"

August 13, 2025 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **August 13, 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 –July 9, 2025
5. Clerk of Board Report
6. Attorney's Report
7. Treasurer's Report
8. CPA Report
9. Sanitary Engineer's Report
10. Old Business
11. New Business
12. Board Comment
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 (in at 2:10 pm)

Mr. Ingle

Mr. Neeper (left at 2:30 pm)

Mr. Leis

Mr. Core

Ms. Joyce

Mr. Ewing

American Township Representative

Perry Township Representative

Shawnee Township Representative

Bath Township Representative

Allen County Representative

Allen County Representative

Allen County Representative

Allen County Representative

Member-at-Large

STAFF

Kim Stiles – Clerk of the Board – Absent

Shannon Finn – Office Assistant

Rex Huffman – District Legal

PUBLIC – None

2. PLEDGE OF ALLEGIANCE

3. **ADDITIONS, CHANGES OR CORRECTIONS TO AGENDA** – Treasurer report to be given at the beginning of the meeting along with the discussion regarding CORD and the Fee Schedule.
4. **APPROVAL OF MEETING MINUTES** – Motion made by Mr. Ewing to approve the July 9, 2025 minutes. Seconded by Mr. Leis. Motion carried 8-0.

MOTION MADE BY MR. CORE TO ALLOW SHANNON FINN TO ACT AS TEMPORARY CLERK OF BOARD IN THE ABSENCE OF KIM STILES. Seconded by Mr. Ingle. Motion carried 9-0.

Mr. Huffman stated this motion could be made permanent with a change in By-laws adding an assistant Clerk of Board.

5. CLERK OF BOARD REPORT

Ms. Finn stated since last month's meeting there had been 4 connection inquiries and 8 permits issued

Improvements/Changes/Upcoming Events: – Nothing to report.

By-laws, Policies and Procedures: Nothing to report.

Contracts and Agreements:

Mr. Huffman gave an update on the status of the BOSC Project reviewing a tentative timeline.

Projects:

Project Committee Meeting scheduled for Wednesday, September 3rd at 3:00 pm.

AWD Specifications – Hope to have draft ready for review by Project Committee Meeting.

Statement of Qualifications – Committee is working on the evaluation criteria. Any changes will need incorporated into the current policy and reviewed by the Bylaws Committee as well.

East Regional Loop – High Priority Project

- Continue to explore potential funding sources.

Sugar Street – Access working on final design drawings and preparing for bid.

Tentative Schedule for Phase 1 (Robb Avenue to Williams Street) remains:

- Bid – End of 2025
- Construction – 2026

Westminster

- Access is working on an updated Exhibit and detailed estimate.

East Regional

- Village Enforcement of Connection Ordinances – Approximately 20 property owners in Harrod and Lafayette who have made no attempt to connect/no tap fee paid.
- Mr. Emerick is working with the City prosecutor to pursue.

Developments

- PROJECT BOSC –
- EASTOWN RD – LIMA VASCULAR – Construction has started. Working with City to complete loop across Elm Street at same time.
- AUTUMN LAKE CONDOMINIUM DEVELOPMENT –

RESOLUTION 25-023: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, AUTHORIZES MR. GREG KESSEN, CHAIR, TO EXECUTE A BILL OF SALE WITH COL-TERRA DEVELOPMENT, LLC FOR WATERLINES LOCATED WITHIN THE AUTUMN LAKE CONDOMINIUM DEVELOPMENT.

Motion made by Mr. Miller. Seconded by Mr. Ewing. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – absent, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – Abstain, Mr. Ewing – yes, Ms. Joyce – yes. Motion carried 7-0.

- WAWA – BREESE AND SOUTH DIXIE – Construction has begun.
- GATEWAY V – PROJECT LAST MILE – Provided comments on plans as well as draft developer's agreement.
- COUNTRY AIRE 5D – Shared developer's agreement with Mr. Good.

6. ATTORNEY'S REPORT: Report given with BOSC discussion

7. TREASURER'S REPORT:

Revenue and Expense Reports for July 2025 (Month-to-Date and Year-to-Date) for funds 8750, 8751, 8752, 8754 and 8756 are available in Reference Packet.

2nd Half Assessments received for 2024, Collect 2025 in the amount of \$113,003.74.

AWD and County District Fee Discussions – Mr. Neeper encouraged board members to review the three options given and be prepared for further discussion. He stated a decision needs to be made before the October Commissioners update so it can be presented.

Mr. Neeper discussed the CORD 2025 membership invoice with the Board. He expressed his concerns with paying such a large contribution toward legislative action. He and other Board Members would

like to invite CORD to come to a meeting to discuss. Mr. Huffman suggested discussing with CORD what we can do to get them more involved with our District specifically.

MOTION MADE BY MR. NEEPER TO PAY \$1,500 TO CORD FOR OUR 2025 MEMBERSHIP RENEWAL AND \$2500 TO THE "LEGISLATIVE ACTION" CONTRIBUTION TOTALING \$4,000. Seconded by Mr. Ingle. Motion carried 9-0.

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

8. **CPA REPORT:** None

9. **SANITARY ENGINEER:** None

10. **OLD BUSINESS:** Mr. Kessens asked Board Members to please sign the resolution passed at the last meeting regarding the BOSC project.

11. **NEW BUSINESS:** None

12. **BOARD MEMBER COMMENTS:** Mr. Kessen urged trustees to review the Fee Chart options.

13. **PUBLIC FORUM:** None

14. **EXECUTIVE SESSION:** None

15. **ADJOURNMENT:** Motion for adjournment made by Mr. Miller at 2:43 p.m. Seconded by Mr. Ewing. Motion carried 8-0.

ATTESTED:


Chairman _____ Date


Secretary _____ Date