



ALLEN WATER DISTRICT

3230 North Cole Street

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April 8, 2026 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **April 8, 2026 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 11, 2026
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 2:01 p.m. and proceeded with the agenda.

1. ROLL CALL

Mr. Miller
Mr. Kessen
Mr. Gosnell
Mr. Ingle
Mr. Neeper
Mr. Leis
Mr. Core - absent
Ms. Joyce
Vacant

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
Shannon Finn – Office Assistant
Rex Huffman – District Legal

PUBLIC – None

2. PLEDGE OF ALLEGIANCE

3. ADDITIONS, CHANGES OR CORRECTIONS TO AGENDA – Mr. Kessen stated Old Business of Member-at Large Search to be moved to top of Agenda.

4. APPROVAL OF MEETING MINUTES – Motion made by Mr. Neeper to approve the March 11, 2026 minutes. Seconded by Mr. Ingle. Motion carried 7-0.

10. OLD BUSINESS: Member-at-Large Search

14. EXECUTIVE SESSION:

MOTION MADE BY MR. MILLER TO GO INTO EXECUTIVE SESSION TO INTERVIEW CANDIDATES FOR MEMBER-AT-LARGE BOARD POSITION AT 2:02 P.M. Seconded by Mr. Neeper. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle –yes, Mr. Core – absent, Ms. Joyce – yes.

MOTION MADE BY MR. MILLER TO COME OUT OF EXECUTIVE SESSION AT 2:57 P.M. 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 – absent, Ms. Joyce – yes.

MOTION MADE BY MR. MILLER TO APPOINT MR. CHRIS COLASANTI TO THE BOARD MEMBER-AT-LARGE POSITION. Seconded by Mr. Neeper. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – no, Mr. Ingle – no, Mr. Core – absent, Ms. Joyce – no. Motion carried 4-3.

5. CLERK OF BOARD REPORT

Ms. Stiles stated since last month’s meeting there had been 2 connection inquiries, 3 permits issued and one extension inquiry. Ms. Stiles explained in detail the connection inquiry for 3344 Springview Dr. Ms. Johnson’s parcel was when the south portion of Eastown Road was constructed, making it two separate parcels. She would like to know options for connecting both parcels to public utilities as both are for sale. Board directed Ms. Stiles that parcel west of Eastown Road could connect to end of existing line and parcel east of Eastown Road would need easement from neighbor to the south in order to access the existing waterline as waterline was cut and stubbed east and west of Eastown with the road project.

Ms. Stiles also explained extension inquiry made by person buying home at 2105 Dutch Hollow Rd. Board stated main line extension would be required to serve the parcel. No spider line allowed.

Improvements/Changes/Upcoming Events:

- County Update with Commissioners scheduled for Thursday, April 23rd at 1 p.m.
- Updated Trustees' Responsibilities available for distribution
- Mr. Miller re-appointed by American Township for another 3-year term
- Ms. Joyce to be re-appointed by Commissioners at their April 9th Meeting
- Commissioners still working on replacement for Mr. Core
- Ms. Stiles volunteered at ORC fish fry and would like to look into shirts with AWD logo for future events. Mr. Neeper agreed.

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

Contracts and Agreements:

Project BOSC - MOU with City of Lima and Amendment to the Development Agreement both fully executed.

Master Plan/Hydraulic Model Updates

Awaiting draft agreement from ms consultants for contract between AWD, City of Lima and ms consultants for Water Model Updates. Updates to be split between AWD and COL.

Projects

RESOLUTION 26-008: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, ADOPTS THE ALLEN WATER DISTRICT STANDARD DETAIL

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

East Regional Loop – High Priority Project

- WSRLA – Project re-nominated in cooperation with the City of Lima.

East Regional

- 16 property owners in Harrod and Lafayette who have made no attempt to connect/no tap fee paid.
- Charges have been filed by City prosecutor. Several property owners have reached out.

Neely/Baty Loop

- Proposal received from Access/Garmann Miller

RESOLUTION 26-009 BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, AUTHORIZES MR. GREG KESSEN, CHAIR, TO SIGN AND ENTER INTO AN ENGINEERING CONTRACT WITH ACCESS ENGINEERING SOLUTIONS, LLC (DBA GARMANN MILLER) FOR DESIGN, BIDDING AND CONSTRUCTION SERVICES FOR THE BATY/NEELY ROAD LOOP WATERLINE PROJECT.

Motion made by Mr. Miller. 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 – absent, Ms. Joyce – yes. Motion carried 7-0.

Developments

- BOSC/GOOGLE – City of Lima has chosen design firm. Permit quote submitted. Tap on Bluelick estimated for May. Awaiting payment for permit. District attending bi-weekly meetings.
- EASTOWN RD – LIMA VASCULAR – Final surveying of existing utilities in progress so contractor should be installing remaining waterline very soon.
- AUTUMN LAKE CONDOMINIUM DEVELOPMENT – Asbuilts received. 6 more permits issued.
- WAWA – BREESE AND SOUTH DIXIE – Construction complete. Requested asbuilts.
- PROJECT LAST MILE/SLOAN – Amazon. Construction in progress.
- COUNTRY AIRE 5D – Development Agreement executed. Construction in progress.
- HICKORY CREEK PHASE 2 – Asbuilts received for Ph 1. Ph 2 will be shared once complete.
- RACETRAC – Beaverdam – Development Agreement executed. Pre-construction meeting held on March 12th. Goal is to open in November.

6. **ATTORNEY'S REPORT:** None

7. **TREASURER'S REPORT:**

Revenue and Expense Reports for March 2026 (Month-to-Date and Year-to-Date) for funds 8750, 8751, 8752, 8754 and 8756 available in Reference Packet.

MOTION MADE BY MR. NEEPER TO APPROVE THE APRIL 2026 TREASURER'S REPORT. Seconded by Ms. Joyce. Motion carried 7-0.

Next Audit & Finance Meeting scheduled for Wednesday, May 13th.

8. **CPA REPORT:** None

9. **SANITARY ENGINEER:** None

11. **NEW BUSINESS:**

Mr. Kessen stated the annual election will be Officers. The By-laws Committee put forward the following slate:

Chair – Mr. Kessen

Vice Chair – Mr. Miller

Treasurer – Mr. Neeper

Secretary – Mr. Ingle

Mr. Kessen opened the floor for any other nominations for the Office of Chair.

MR. NEEPER MADE MOTION NOMINATIONS BE CLOSED AND UNANIMOUS BALLOT CAST FOR MR. KESSEN. 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 – absent, Ms. Joyce – yes.

Mr. Kessen opened the floor for any other nominations for the Office of Vice Chair.

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

Mr. Kessen opened the floor for any other nominations for the Office of Treasurer.

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

Mr. Kessen opened the floor for any other nominations for the Office of Secretary.

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


12. BOARD MEMBER COMMENTS:

13. PUBLIC FORUM: None

15. ADJOURNMENT: Motion for adjournment made by Mr. Miller at 3:46 p.m. Seconded by Mr. Neeper. Motion carried 7-0.

ATTESTED:

 5-13-26
Chairman Date

 5-13-26
Secretary Date