



# ALLEN WATER DISTRICT

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## December 10, 2025 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **December 10, 2025** at **12:00 p.m.** at the Milano Café, 2383 Elida Rd, 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 –November 12, 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 12:05 p.m. and proceeded with the agenda.

### 1. ROLL CALL

Mr. Miller

Mr. Kessen

Mr. Gosnell

Mr. Ingle (in at 12:20)

Mr. Neeper

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  
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. Ewing to approve the November 12, 2025 minutes. Seconded by Mr. Miller. Motion carried 8-0.

## **5. CLERK OF BOARD REPORT**

Ms. Finn stated since last month's meeting there had been 2 connection inquiries, 7 permits issued, 1 extension inquiry and 1 special extension request. Ms. Stiles discussed the extension inquiry for the rest stops on Route 30 east of Cairo. Ms. Stiles stated the special extension inquiry at 3490 Ada Rd withdrew her request as had updates made to well. She is still willing to assist with well testing.

### **Improvements/Changes/Upcoming Events:**

- 2026 Tentative Board Meeting Dates presented. Nov 11<sup>th</sup> meeting may be moved (Veteran's Day).
- City of Lima Annual Meeting - Ms. Stiles said meeting went well.

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

### **Contracts and Agreements:**

Project BOSC Update – Mr. Huffman discussed the MOU with City of Lima.

**RESOLUTION 25-036: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, AUTHORIZES THE CHAIR, MR. GREG KESSEN, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF LIMA, ALLEN COUNTY, OHIO, TO OUTLINE THE ROLES OF THE CITY AND DISTRICT WITH RESPECT TO THE BOSC DEVELOPMENT AGREEMENT.** Motion made by Mr. Neeper. Seconded by Mr. Ewing.

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 carried 9-0.

**RESOLUTION 25-037: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, APPROVES AN AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR PROJECT BOSC.** Motion made by Mr. Neeper. 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 carried 9-0.

**Projects:** Project Committee Meeting scheduled for Wednesday, January 28<sup>th</sup> at 3:00 p.m.

**AWD Specifications** – Meeting held December 9th at County Engineer Office to discuss their comments (City of Lima was included in meeting). Meeting went well. County will review backfill requirements and get back with the District.

**Statement of Qualifications** - SOQ's advertised on AWD website, Facebook and LinkedIn pages. SOQ deadline is Friday, December 12<sup>th</sup> at 4:00 p.m. Will evaluate at Project Committee Meeting.

**East Regional Loop – High Priority Project**

- SR 81 determined optimal route for this project.
- WSRLA – Project re-nominated/submitted in March. Working on application again.

**Sugar Street**

- Reviewed preliminary plan set with City of Lima and County Engineer. Waterline moved to road due to barriers in road right-of-way. Previous Tentative Schedule:
  - Phase 1 – Robb Avenue to Williams Street
    - Bid – End of 2025
    - Construction – 2026
- Mr. Ingle gave a recap of the meeting and stated project may be combined into 1 phase versus 2. Possibility for it to be completed with County road project also. May be delayed until 2027.

**Westminster**

- Access is working on an updated Exhibit and detailed estimate for option 1.

**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.
- City prosecutor is preparing to pursue charges. Cases will begin to be filed soon.
- Paint chip addressed at water tower on November 24<sup>th</sup>. Work will be warrantied.

**Developments**

- PROJECT BOSC – City of Lima accepting bids for project. District will attend biweekly meetings as needed. Ms. Stiles discussed the Capital Permit Fee for Project BOSC with the board.
- EASTOWN RD – LIMA VASCULAR – Remaining installation scheduled for mid-December.
- AUTUMN LAKE CONDOMINIUM DEVELOPMENT – Asbuilts received.
- WAWA – BREESE AND SOUTH DIXIE – Construction in progress.
- HAWTHORN HILLS (FETTER RD)
- PROJECT LAST MILE/SLOAN – Announced as Amazon. Permit issued.
- COUNTRY AIRE 5D – Development Agreement executed.
- HICKORY CREEK PHASE 2 – Asbuilts requested.

**6. ATTORNEY'S REPORT:** Nothing beyond what was already discussed.

**7. TREASURER'S REPORT:**

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

Several semi-annual loan payments processed in November for the following:

- Ohio Water Development Authority – Supplemental Worksheet available showing five
- OWDA loans paid in full with this payment. 8 remaining loans with OWDA.
- Ohio Public Works Commission – East Regional 0% interest loans.

Plan to process payment for the following yet this month:

- USDA – East Regional Low Interest Loans

Budget entered in MUNIS for 2026. Any changes will require supplemental appropriations.

USDA 2025 Financials – Annual Financial Reporting to USDA for East Regional Project has begun.

**RESOLUTION 25-038: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, APPROVES A SUPPLEMENTAL APPROPRIATION REQUEST TO INCREASE THE APPROPRIATION “NOTE PRINCIPAL” IN THE DEBT SERVICE FUND, 8750, FOR THE 2025 BUDGET BY ONE THOUSAND THREE HUNDRED TWENTY-SIX DOLLARS (\$1326).**

Motion made by Mr. Neeper. 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. Motion carried 9-0.

Mr. Neeper discussed health/dental insurance for 2026 and board agreed will continue to cover at 80/20.

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

**8. CPA REPORT:** None

**9. SANITARY ENGINEER:** None

**10. OLD BUSINESS:** None

**11. NEW BUSINESS:** None

**12. BOARD MEMBER COMMENTS:** None

**13. PUBLIC FORUM:** None

**14. EXECUTIVE SESSION:** None

**15. ADJOURNMENT:** Motion for adjournment made by Mr. Ewing at 1:14 p.m. Seconded by Ms. Joyce. Motion carried 9-0.

ATTESTED:

 1-14-2026  
Chairman Date

 1-14-26  
Secretary Date