

Allen Water District

3230 North Cole Street

Lima, Ohio 45801

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"Addressing the water needs of the Community"

May 11, 2022 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **Wednesday, May 11, 2022 at 2:00 p.m.** in 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 minutes – April 13, 2022
5. Clerk of Board Report (Includes Committee Reports)
6. Attorney's Report
7. Treasurer's Report
8. CPA Report
9. Old Business
10. New Business
11. Board Comments
12. Public Forum
13. Executive Session
14. 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

Dr. Biery

Mr. Miller

Mr. Kessen

Mr. Gosnell

Mr. Ingle

Mr. Kayatin

Mr. Neeper

Mr. Leis

Ms. Vickers

Member At Large

American Twp Representative

Perry Twp Representative

Shawnee Twp Representative

Bath Twp Representative

Allen County Representative

Allen County Representative

Allen County Representative

Allen County Representative

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 MINUTES - Motion made by Mr. Neeper to approve the April 13, 2022 minutes. Seconded by Mr. Miller. Motion carried 9-0.

5. CLERK OF BOARD REPORT

Ms. Finn stated there had been **1 connection inquiries** since last month’s meeting.

Name	Address	Project Area	CPF	Ref Page
Andrew Conley	4255 Hanthorn Rd	Southeast Regional	\$6300	1

Ms. Finn stated there had been **8 capital permits** issued since last month’s meeting.

Name	Address	Project Area	CPF	Ref Page
B&N Homes	3606 Sky Hawk Dr	County Aire Sub.	\$500	2
Donald Cummins	4311 Hanthorn Rd	Southeast Regional	\$6300*	3
Schumacher Homer	2601 Summer Rambo Ct	Applewood Sub.	\$500	4
LBC Investments	1754 Woodberry Creek	Woodberry Creek Sub.	\$500	5
LBC Investments	1774 Woodberry Creek	Woodberry Creek Sub	\$500	5
Tuttle Construction	801 Medical Dr	OIO Extension	\$1,437.50	6
Angela Clark	4225 E Hanthorn Rd	Southeast Regional	\$6300*	7
Douglas Barrere	1564 E Breese Rd	East Breese Rd	\$0	8

Ms. Finn stated there had been **no extension inquiries** since last month’s meeting.

- Existing Extension Inquiry – Ms. Stiles discussed previous inquiry from Mr. Doug Simpson, GC and member of Crossroads Church who previously inquired about a waterline extension on Harding Highway to serve the Crossroads Church at the corner of Harding Hwy and Thayer Roads at the April Board Meeting. District requested recommendation of pipe size for this extension from ms Consultants, engineer for our Master Plan Study, and a 12” main was recommended. Mr. Simpson had asked if the District would be willing to pay for the difference in price from the 8” to the 12”. Mr. Ingle stated that the 12” pipe is double the price of the 8”. Ms. Stiles added that when extensions had been done in the past, the Board usually required the line to be run the entire frontage of the property. Mr. Neeper added the longer the line, the more it will cost the District. He also asked if an extension on 309 is on our projects list for future consideration. Mr. Kessen responded that it is not on the projects list. Mr. Kayatin suggested running a 12” line to the corner

of Thayer Rd. and then let them run the line from 309 down Thayer Rd to the church. The line on Thayer would be the financial responsibility of the church.

MOTION MADE BY MR. KAYATIN TO REFER THE EXTENSION DISCUSSION TO THE CONTRACTS AND AGREEMENTS COMMITTEE. Seconded by Mr. Neeper. Motion carried 9-0.

Improvements/Changes/Upcoming Events- Ms. Stiles will be attending the quarterly CORD Board Meeting on May 20th.

By-laws, Policies and Procedures – Committee met again April 27th to discuss term limits for Officers. Mr. Kessen gave an update to the Board of what was discussed during the By-laws Committee meeting. He stated that the committee sees no reason to impose term limits on Officers and that the District will continue to follow the current by-laws.

MOTION MADE BY MR. NEEPER TO ACCEPT THE RECOMMENDATION OF THE BY-LAWS, POLICIES AND PROCEDURES COMMITTEE. Seconded by Dr. Biery. Motion carried 9-0.

Contracts and Agreements

Assignment & Assumption Agreement with BOCC – Sanitary Engineer is working on compiling a list of the County waterlines with line size, material and cost (if possible) as requested by our Accountant for financial reporting purposes.

Projects

ARPA Funding – Ms. Stiles has been attending Township Meetings with Commissioner Seibert with projects where the District is requesting ARPA funding. The following were presented to the Commissioners for ARPA funding consideration: Ms. Stiles added that the Commissioners hope to have a decision in June regarding the ARPA money.

1. **State Route 81 Loop** – Located in Bath and Jackson Townships
2. **Bible/Neubrecht Road Loop** – Located in Bath Township
3. **Diller Road Loop** – Located in American Township

East Regional

- a) Construction progress is as follows:

Contract A – Waterline installation and all pressure testing complete. Restoration work in progress.

Contract B – Crew working on 12” on Napoleon. Installation partially complete in the Village.

Contract C – Tank erection now scheduled for mid-May. Goal is to serve the school with the 12” waterline before start of next school year even if tank is not complete.

- b) May Project Update is available.

- c) Fire Hydrant Maintenance Agreement – Amendment drafted to current Fire Hydrant Maintenance Agreement with Auglaize Township. After much discussion, the Board recommends annual training of fire hydrant maintenance along with records being submitted to AWD showing the completion of training and completion of maintenance on the actual hydrants. Mr. Kayatin suggested changing the language from “and above ground appurtenances” to “to include hydrant assembly appurtenances”. Mr. Huffman suggested submitting a template as to what training would be required.

Mr. Huffman brought to the Board’s attention to an issue with sidewalks in Harrod. The mayor is requesting sidewalks to be replaced with ADA approved sidewalks. He stated that Ms. Stiles scheduled a meeting with the engineer and Mr. Huffman to discuss this. It was found that it is not the responsibility of the District due to no other sidewalks in the village being ADA compliant. Mr. Huffman praised Ms. Stiles for her patience with the project.

- d) A Project Update Letter has been drafted and reviewed by the City and Health Department. District awaiting comments from Villages and will mailed to all property owners in the Project Area once Village give the go ahead.
- e) When/should Villages be added to District? Mr. Huffman replied that once the project is complete the Villages will pass an ordinance to send a petition asking to join the District.

Rudolph Foods – Elevated Storage Tank

- Site work has started for the tank.
- Second progress meeting held Wednesday, May 3rd at 1 p.m. at our office.

Southeast Regional Relocation/ODOT Project – District has been working with Access to create plans for this relocation as well as complete the necessary forms required by ODOT for reimbursement of the relocation. Access finalizing numbers with Degen for the 75-1 Reimbursement Form required by ODOT.

Intersection of 117 and McPherson – Access did a rough mark-up outlining a possible waterline alignment. Best case scenario would be to have this work perform while ODOT has the road closed for their project in 2023. Ms. Stiles will give an update next month with an estimate.

Master Plan Study (Node Map) - Estimated completion of mid-2022. Waiting on items from City of Lima.

Indianbrook Subdivision – Access is working on finishing surveying.

Feasibility Study for Gomer – Ms. Stiles is exploring potential funding for this project through various sources.

6. **ATTORNEY’S REPORT** – Mr. Huffman brought Senate Bill 193 to the Board’s attention. Legislation is pending to take away governmental utilities. If passed, this would be “socializing”






utilities. He stated that we should object to this. Ms. Stiles added that this is being discussed at the CORD meetings. Mr. Kessens asked Ms. Stiles to update the Board with what she learns at the next CORD meeting.

7. TREASURER'S REPORT –

Revenue and Expense Reports for April 2022 (Month-to-Date and Year-to-Date) for funds 8750, 8751, 8752, 8753, 8754 and 8756 are available. A Revenue and Expense Report will be provided when transactions occur within the previous month for any fund. Current cash balance total for all AWD funds as of 4/30/22 is \$2,730,228.85. The cash balance totals for each fund as of 4/30/2021 are as follows:

8750 Project Debt Service – \$1,110,636.19	8754 USDA Debt Reserve – \$1.55
8751 Operating Fund – \$428,002.12	8755 USDA Reserve - \$0
8752 Internal Capital Reserve – \$218,798.82	8756 USDA County Reserve - \$277,668.55
8753 External Capital Reserve – \$695,130.62	

Audit and Finance Meeting held today prior to the regular monthly Board Meeting. Items on the Agenda were as follows:

-  East Regional Update
-  Rudolph Elevated Storage Tank – Update
-  2021 Financials
-  ARPA Funding
-  Date for Next Meeting – Wednesday, July 13, 2022

MOTION MADE BY MR. MILLER TO APPROVE MAY 2022 TREASURER'S REPORT.

Seconded by Mr. Gosnell. Motion carried -0.

8. CPA REPORT: None

9. OLD BUSINESS: None

10. NEW BUSINESS: Mr. Kessen presented a draft of new committee appointments to the Board. The final will be presented at the next meeting. If any questions, please discuss with Ms. Stiles before the next meeting.

11. BOARD MEMBER COMMENTS: None

12. PUBLIC FORUM: None

13. EXECUTIVE SESSION: None

14. ADJOURNMENT: Motion for adjournment made by Mr. Miller at 3:21 p.m. Seconded by Dr. Biery. Motion carried 9-0.

