

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"

May 14, 2025 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **May 14, 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 – April 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 2:01 p.m. and proceeded with the agenda.

1. ROLL CALL

Mr. Miller

Mr. Kessen

Mr. Gosnell

Mr. Ingle

Mr. Neeper

Mr. Leis

Mr. Core

Ms. Joyce – Absent

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 –

Mr. Rennick, District Accountant, and Mr. Neeper reviewed the 2024 Draft Basic Financial Statements with the Board. Mr. Rennick stated the District had a good year making use of available resources and thanked the District for getting him the information necessary to compile the reports.

MOTION MADE BY MR. NEEPER TO APPROVE 2024 FINANCIALS AS PRESENTED.

Seconded by Mr. Core. Motion carried 8-0.

- 4. APPROVAL OF MEETING MINUTES** – Motion made by Mr. Ewing to approve the April 9, 2025 minutes. Seconded by Mr. Leis. Motion carried 8-0.

5. CLERK OF BOARD REPORT

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

- 4 connection inquiries
 - 4 permits issued
 - No extension inquiries
 - 2 Special Connection Requests from previous meeting
1. Brad Swaney would like to extend a service line from Faulkner to 6746 Westminster St. Access Engineering provided a preliminary layout to serve the homes in Westminster not already served by the SE/East Regional Projects. The project committee will review at their next meeting.
 2. Shawn Dotson inquired about running an approx. 1,000' of service line from the waterline on Elida Rd to a building on Hillsdale. The Board previously recommended he seek approval from the township to run the line in the ROW first, which he was able to obtain.

MOTION MADE BY MR. CORE TO ALLOW MR. DOTSON TO TAP THE WATER LINE AT ELIDA RD AND RUN A SERVICE LINE TO HIS PROPERTY.

Seconded by Mr. Ingle. Roll Call: Mr. Miller – yes, Mr. Gosnell – abstain, Mr. Kessen – no, Mr. Neeper – no, Mr. Leis – no, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – no, Ms. Joyce – absent. Motion failed - 3 in favor, 4 against and one abstention. The Board prefers Mr. Dotson extend the mainline versus run a long service line.

Improvements/Changes/Upcoming Events

- County Appointments gave update with Commissioners on April 22nd. Next update is in October.

- CORD Legislative Update – Ms. Stiles attended CORD Board Meeting in April 25 and gave some updates on current legislation being monitored.
- Ottawa River Clean Up held April 26th. Ms. Stiles added this was a success despite the weather.
- AWD PowerPoint Mr. Neeper suggested Ms. Stiles email PowerPoint to Board members.
- Ms. Stiles and Mr. Kessen attended the GLR Breakfast last week and it was very informative.

By-laws, Policies and Procedures:

RESOLUTION 25-016: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, ADOPTS THE MAY 14, 2025 REVISION OF THE ALLEN WATER DISTRICT BYLAWS TO UPDATE ARTICLE II, SECTION 1 (A) REGARDING

ATTENDANCE. 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 – absent.

Contracts and Agreements:

BOSC Agreement: Mr. Huffman gave update.

Projects: Ms. Stiles stated planning Project Committee Meeting for late May/early June.

East Regional Loop – High Priority Project

- Continue to explore potential funding sources

Sugar Street

- Ms. Stiles stated fiber has recently been installed where our line was slated to go. Project Committee will discuss with engineer at next Project Committee Meeting.

East Regional

- Legal Fee Agreement signed by Lafayette. MOU drafted at Village's request to outline the terms of the process for reimbursement of legal fees. Mr. Huffman to review draft.

MOTION MADE BY MR. NEEPER FOR CHAIR TO SIGN MOU WITH LAFAYETTE TO OUTLINE REIMBERSMENT OF LEGAL FEES. Seconded by Mr. Ingle. Motion carried 8-0.

Developments

- PROJECT BOSC – Working on terms of waterline extension agreement.
- EASTOWN RD – LIMA VASCULAR – **Working on material list**
- WAWA – BREESE AND SOUTH DIXIE – Site work started
- GATEWAY V – PROJECT LAST MILE – **Working on Developer's Agreement.**

6. **ATTORNEY'S REPORT:** Mr. Huffman stated he is working on some of the projects mentioned and there is a lot of activity in our area.

7. TREASURER'S REPORT:

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

Audit and Finance Meeting held prior to Board Meeting. Mr. Neeper stated the next audit will not be until 2026 for 2024/2025. No single audit required at this time. There was some discussion on the District fee schedules and the Committee will present to the Board when ready.

MOTION MADE BY MR. NEEPER TO APPROVE THE MAY 2025 TREASURER'S REPORT.

Seconded by Mr Core. Motion carried 8-0.

RESOLUTION 25-017: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, APPROVES A SUPPLEMENTAL APPROPRIATION REQUEST TO ESTABLISH AND INCREASE THE APPROPRIATION "CAPITAL OUTLAY" IN THE COUNTY RESERVE FUND, 8756, FOR THE 2025 BUDGET BY \$77,250.

Motion made by Mr. Core. 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 – absent.

8. CPA REPORT: Reviewed 2024 Draft Basic Financial Statements at the beginning of the meeting.

9. SANITARY ENGINEER: Nothing to Report.

10. OLD BUSINESS: None

11. NEW BUSINESS: Mr. Kessen stated Committee appointments are coming up in June.

12. BOARD MEMBER COMMENTS: None

13. PUBLIC FORUM: None

14. EXECUTIVE SESSION: None

15. ADJOURNMENT: Motion for adjournment made by Mr. Neeper at 3:08 p.m. Seconded by Mr. Ewing. Motion carried 8-0.

ATTESTED:


Chairman Date


Secretary Date