



ALLEN WATER DISTRICT

3230 North Cole Street

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March 11, 2026 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **March 11, 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 – February 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 2:04 p.m. and proceeded with the agenda.

1. ROLL CALL

| | |
|--------------------|----------------------------------|
| Mr. Miller | American Township Representative |
| Mr. Kessen | Perry Township Representative |
| Mr. Gosnell | Shawnee Township Representative |
| Mr. Ingle - absent | Bath Township Representative |
| Mr. Neeper | Allen County Representative |
| Mr. Leis | Allen County Representative |
| Mr. Core | Allen County Representative |
| Ms. Joyce | Allen County Representative |
| Vacant | 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. Gosnell to approve the February 11, 2026 minutes. Seconded by Mr. Neeper. Motion carried 7-0.

5. CLERK OF BOARD REPORT

Ms. Finn stated since last month’s meeting there had been 2 connection inquiries, 16 permits issued and 2 extension inquiries. Ms. Stiles discussed the extension inquiry for Eastom Circle and the former Crawford Furniture location in further detail.

Improvements/Changes/Upcoming Events:

- Updated Trustee Responsibilities for binders – Ms. Stiles stated Board members can bring binders in for office to update or they can take handout home to update themselves.
- Ethics Training held March 4th – Ms. Stiles and Ms. Finn attended.
- Board Member terms – Ms. Stiles stated at some point terms appear to have changed from 4/1-3/31 to 5/1-4/30. Mr. Huffman stated judgement entry should be followed.
- Ms. Stiles stated the next Commissioners update is Thursday, April 23rd.

By-laws, Policies and Procedures: Committee Meeting held immediately prior to March Board meeting. Agenda as follows:

- Slate of Officers – Mr. Core stated the Committee recommended the new slate of officers for the April election as follows:

Chair – Mr. Kessen

Vice Chair – Mr. Miller

Treasurer – Mr. Neeper

Secretary – Mr. Ingle

- Sick/Vacation Conversion Policies – Mr. Core stated there will be further discussion.
- Cybersecurity Policy

RESOLUTION 26-005: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, ADOPTS THE ALLEN COUNTY OHIO CYBERSECURITY PLAN. 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 – absent, Mr. Core – yes, Ms. Joyce – yes. Motion carried 7-0.

Contracts and Agreements:

Master Plan/Hydraulic Model Updates

Ms. Stiles stated ms consultants is working on a contract for 2026 for the hydraulic modeling updates. A resolution will be prepared for the April meeting. The District normally shares these costs with the City of Lima.

Project BOSC Update

- Ms. Stiles stated the District has signed the MOU and now waiting on City of Lima signatures. This Agreement outlines each parties' responsibilities with respect to BOSC Development Agreement
- Mr. Huffman signed Amendment to the Development Agreement for Project BOSC today (Chair and Treasurer have already signed) and now agreement can be sent to City of Lima for additional signatures.

Indianbrook

- City of Lima passed ordinance terminating previous operations agreement, charging Indianbrook customers 1.75x the inside rate.

Projects

AWD Specifications – Ms. Stiles stated a resolution to adopt the Specifications will be prepared for April meeting.

East Regional Loop – High Priority Project

- WSRLA – Project re-nominated/submitted this week.

Sugar Street – ON HOLD.

East Regional

- Charges have been filed by City prosecutor. Property owners are reaching out to our office to ask what they need to do.
- Mr. Huffman will speak with Mr. Emerick (Harrod) to determine remedy to case. Is it get connected or will the case continue even after?

Neely/Baty Loop

- Proposal received from Access/Garmann Miller
- Project slated for this year

Developments

- PROJECT BOSC – City of Lima has chosen design firm but not entered into contract yet. Permit quote submitted. District will attend bi-weekly meetings.
- EASTOWN RD – LIMA VASCULAR – Bore complete. Remaining waterline installation slated for end of March/early April.
- AUTUMN LAKE CONDOMINIUM DEVELOPMENT – Asbuilts received.

- WAWA – BREESE AND SOUTH DIXIE – Construction in progress. Request asbuilts.
- PROJECT LAST MILE/SLOAN – Amazon. Construction in progress.
- COUNTRY AIRE 5D – Development Agreement executed.
- HICKORY CREEK PHASE 2 – Asbuilts received for Ph 1. Ph 2 will be shared once complete.
- RACETRAC – Beaverdam – Development Agreement executed. Pre-construction meeting scheduled for March 12th.

6. **ATTORNEY’S REPORT:** Nothing more to discuss.

7. **TREASURER’S REPORT:**

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

RESOLUTION 26-006: 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 2026 BUCGET BY TWO THOUSAND THREE HUNDRED FORTY-SEVEN DOLLARS AND TEN CENTS (\$2,347.10). 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 – absent, Mr. Core – yes, Ms. Joyce – yes. Motion carried 7-0.

1st Half Assessments 2025, Collected in 2026, received from Auditor’s Office totaling \$100,616.88. Funds deposited into corresponding accounts in Munis.

MOTION MADE BY MR. NEEPER TO APPROVE THE MARCH 2026 TREASURER’S REPORT. Seconded by Mr. Core. Motion carried 7-0.

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

8. **CPA REPORT:** None

9. **SANITARY ENGINEER:** None

10. **OLD BUSINESS:** We have received one resume for the Member-at-Large position.

MOTION MADE BY MR. NEEPER TO EXTEND DEADLINE FOR APPLICATIONS FOR THE MEMBER-AT-LARGE TO APRIL 7TH, 2026. Seconded by Mr. Gosnell. Motion carried 7-0. Mr. Neeper asked Ms. Stiles to look into a news release to advertise for the position.

11. **NEW BUSINESS:**

RESOLUTION 26-007: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, ADOPTS RESOLUTUION OF APPRECIATION FOR STEVE EWING.

Motion made by Mr. Core. Seconded by Mr. Gosnell. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes,

Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – absent, Mr. Core – yes, Ms. Joyce – yes. Motion carried 7-0.

12. BOARD MEMBER COMMENTS: Mr. Core informed the Board of his Resignation. Mr. Kessen expressed his appreciation for the time Mr. Core served and for all he brought to the Board.

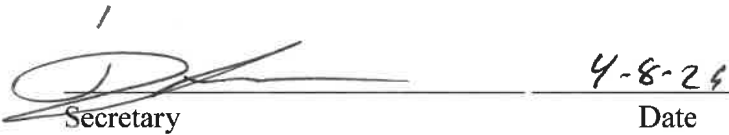
13. PUBLIC FORUM: None

14. EXECUTIVE SESSION: None

15. ADJOURNMENT: Motion for adjournment made by Mr. Neeper at 2:39 p.m. Seconded by Mr. Core. Motion carried 7-0.

ATTESTED:


Chairman Date


Secretary Date