

Allen Water District

3230 North Cole Street

Lima, Ohio 45801

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"Addressing the water needs of the Community"

July 9, 2025 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **July 9, 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 –June 11, 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 2:03 p.m. and proceeded with the agenda.

1. ROLL CALL

Mr. Miller

Mr. Kessen

Mr. Gosnell – Absent

Mr. Ingle

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 June 11, 2025 minutes. Seconded by Mr. Neeper. Motion carried 8-0.

5. CLERK OF BOARD REPORT

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

- 2 connection inquiry
- 6 permits issued
- No extension inquiries

Improvements/Changes/Upcoming Events

AWD Logo – Ms. Stiles plans to present more options at the September meeting. Ms. Stiles stated she will not be at the August meeting. Ms. Finn and Committee Chairs will give their respective updates.

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

Contracts and Agreements:

BOSC Agreement Update - Rex

Projects:

AWD Specifications – Ms. Stiles met with Brice/Access Engineering and he will be able to help with this update for a reasonable fee.

Statement of Qualifications – Committee is also working on the evaluation criteria for the 2026 Qualifications and subsequent scoring. Any changes will need incorporated into the current policy and reviewed by the Bylaws Committee as well. Ms. Stiles added the goal is to make the process more objective and less subjective.

East Regional Loop – High Priority Project

- Project Committee determined SR 81 to be the optimal route for this project.
- WSRLA – Project re-nominated/submitted in March. Waiting for awards.
- Continue to explore potential funding sources. TIF?? (Tax Increment Financing)

Sugar Street – Letter sent to property owners re: easement update. Ms. Stiles added we are no longer looking to obtain easements.

Westminster

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

East Regional

- Mr. Emerick is working with the City prosecutor to pursue property owners who have not connected or paid tap fee

Developments

- PROJECT BOSC – Working on terms of waterline extension agreement.
- EASTOWN RD – LIMA VASCULAR – Construction has started. Working with City to complete loop across Elm Street at same time.
- AUTUMN LAKE CONDOMINIUM DEVELOPMENT – Construction has begun.
- WAWA – BREESE AND SOUTH DIXIE – Construction has begun.
- GATEWAY V – PROJECT LAST MILE – Received/reviewed Overall Development Plan from Regional Planning and provided comments.
- COUNTRY AIRE 5D – Received plans from Regional Planning and provided comments.

6. **ATTORNEY'S REPORT:** Mr. Huffman reviewed the Water Service Developer's Agreement pertaining to Project BOSC, Allen Water District and City of Lima.

RESOLUTION 25-022: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, APPROVES A DEVELOPMENT AGREEMENT FOR PROJECT BOSC UPON FINAL APPROVAL BY ATTORNEY, MR. HUFFMAN. Motion made by Mr. Neeper. Seconded by Mr. Leis. Roll Call: Mr. Miller – yes, Mr. Gosnell – absent, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes. Motion carried 8-0.

7. **TREASURER'S REPORT:**

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

Mr. Neeper discussed the Fee Schedule for 2026. Ms. Stiles will send out some Fee Schedules to the Board for review before the next meeting. Mr. Neeper would like to have an approved Fee Schedule in October before the County Appointments meet with the Commissioners for their semi-annual meeting.

RESOLUTION 25-019: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, AUTHORIZES CERTIFICATION OF THE DILLER LOOP WATERLINE IMPROVEMENT PROJECT VOLUNTARY ASSESSMENTS TO THE ALLEN COUNTY AUDITOR FOR TAX YEAR 2025, COLLECT 2026. Motion made by Mr. Neeper. Seconded by Mr. Ingle. Roll Call: Mr. Miller – yes, Mr. Gosnell – absent, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

RESOLUTION 25-020: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, APPROVES THE TWO THOUSAND TWENTY-SIX PRELIMINARY BUDGET AS PRESENTED BY THE TREASURER, MR. KURT NEEPER. Motion made by Mr. Neeper. Seconded by Mr. Ewing. Roll Call: Mr. Miller – yes, Mr. Gosnell – absent, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

RESOLUTION 25-021: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, APPROVES A SUPPLEMENTAL APPROPRIATION REQUEST TO INCREASE THE APPROPRIATION “SALARY - EMPLOYEES” IN THE OPERATING FUND, 8751, FOR THE 2025 BUDGET BY THREE THOUSAND DOLLARS (\$3,000). Motion made by Mr. Neeper. Seconded by Mr. Core. Roll Call: Mr. Miller – yes, Mr. Gosnell – absent, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Mr. Core – yes, Mr. Ewing – yes, Ms. Joyce – yes.

MOTION MADE BY MR. NEEPER TO APPROVE THE JULY 2025 TREASURER’S REPORT. Seconded by Mr. Ingle. Motion carried 8-0.

8. **CPA REPORT:** None
9. **SANITARY ENGINEER:** Mr. Niemeyer briefly discussed the BOSC project and Project Sloane.
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 3:05 p.m. Seconded by Mr. Core. Motion carried 8-0.

ATTESTED:

 8-13-25
Chairman Date

 8-13-25
Secretary Date