



ALLEN WATER DISTRICT

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May 13, 2026 Board Meeting Minutes

There was an Allen Water District (AWD) Board Meeting held on **May 13, 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 – April 8, 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 2:01 p.m. and proceeded with the agenda.

1. ROLL CALL

Mr. Miller

Mr. Kessen

Mr. Gosnell

Mr. Ingle

Mr. Neeper

Mr. Leis

Vacant

Ms. Joyce

Mr. Colasanti

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** – Mr. Huffman administered the Oath of Office to Mr. Chris Colasanti, the new Member-at-Large, as well as Ms. Joyce, reappointed by the Commissioners, and Mr. Miller, reappointed by American Township. All three board members also acknowledged receipt of Chapter 102 and Section 2921.42 of the Ohio Revised Code (Ethics).

Mr. Neeper reviewed the 2025 financials with the board. Mr. Rennick, District Accountant, added his appreciation of working with Ms. Stiles and Mr. Neeper throughout the year.

Brice Schmitmeyer with Access Engineering gave an update on the Baty /Neely Rd Loop Project. The plan is to bid the project sometime this summer with construction taking place in the fall. He will follow up with Ms. Stiles to schedule a meeting with the Project Committee in the near future. Mr. Schmitmeyer added they are wrapping up preliminary plans for Westminster.

MOTION MADE BY MR. MILLER TO ACCEPT THE 2025 FINANCIALS AS PRESENTED.

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

- 4. APPROVAL OF MEETING MINUTES** – Motion made by Mr. Miller to approve the April 8, 2026 minutes. Seconded by Mr. Gosnell. Motion carried 8-0.

5. CLERK OF BOARD REPORT

Ms. Finn stated since last month’s meeting there had been 6 connection inquiries, 9 permits issued and one extension inquiry.

Ms. Stiles explained in detail the connection inquiry/request for Copus/Long by Mr. Gracely. He wishes for the District to extend the public main to lots he plans on developing/selling. Ms. Stiles explained how the developer normally develops the lots (runs water/sewer, etc.). Mr. Gracely is not interested in running water but he is working with the Sanitary Engineer’s Office to run the sanitary sewer.

Ms. Stiles also reviewed a previous request from our April meeting for Springview Dr. After much discussion the board feels it would be fair to wave the permit fee for the property on the west and allow connection for parcel 46-0306-04-047.000. The board advised the property owner contact the County Engineer to obtain an easement for their service line on that for the parcel east of Eastown Road, 46-0306-04-041.000.

Improvements/Changes/Upcoming Events:

- County Appointments gave semi-annual update to County Commissioners on Thursday, April 23rd.
- Commissioners appointed Mr. Nelson Bear to our Board.

Ms. Stiles added she would like to begin honoring board members for their years of service with a certificate (five year increments) in order to recognize board members' ongoing contributions rather than after they have left the board. Mr. Kessen presented a Certificate of Appreciation to Mr. Gosnell for his ten years of service on the Allen Water District Board. Board applauded.

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

Contracts and Agreements:

RESOLUTION 26-010: BOARD OF TRUSTEES, ALLEN WATER DISTRICT, ALLEN COUNTY, OHIO, AUTHORIZES CHAIR, MR. GREG KESSEN, TO ENTER INTO A SERVICE AGREEMENT WITH THE CITY OF LIMA AND MS CONSULTANTS, INC. TO PERFORM WATER MODEL UPDATES AS ASSIGNED FOR 2026. Motion made by Mr. Miller. Seconded by Mr. Ingle. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Ms. Joyce – yes, Mr. Colasanti – yes. Motion carried 8-0.

Projects

Neely/Baty Loop

- Surveying complete. Design in progress.
- Letter to be sent to property owners

East Regional Loop – High Priority Project

- WSRLA – Project re-nominated in cooperation with the City of Lima.

East Regional

- Village Enforcement of Connection Ordinances – Approximately 16 property owners in Harrod and Lafayette who have made no attempt to connect/no tap fee paid.
- Charges have been filed by City prosecutor. Several property owners have reached out. Mr. Huffman suggested Ms. Stiles reach out to Mr. Emerick to ask about billing.

BOSC/Google

- District attending bi-weekly meetings. Ms. Stiles added meetings will be going to a monthly schedule.
- City contracted with Burgess & Niple for design. Working on alignment currently.
- Tap on Bluelick estimated for August/September now.
- Awaiting payment for permit.

Developments









- EASTOWN RD – LIMA VASCULAR – Waterline installation complete. Requested asbuilts. Bill of Sale needed? Mr. Huffman recommended Ms. Stiles prepare a Bill of Sale and send to him for review. This will be for acknowledgement the line is owned by AWD.
- AUTUMN LAKE CONDOMINIUM DEVELOPMENT – Asbuilts received. Construction in progress.
- PROJECT LAST MILE/SLOAN – Amazon. Construction in progress.
- COUNTRY AIRE 5D – Development Agreement executed. Construction in progress.
- HICKORY CREEK PHASE 2 – Phase 2 asbuilts will be shared once complete. Ms. Stiles to follow up via email.
- RACETRAC – Beaverdam – Development Agreement executed. Construction in progress.

6. **ATTORNEY’S REPORT:** None

7. **TREASURER’S REPORT:**

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

Audit & Finance Meeting held prior to the Board Meeting. The agenda was as follows:

-  Approve January 14, 2026 Audit and Finance Meeting Minutes
-  YTD Budget Comparison (through 1st Quarter 2026)
-  Preparing for semi-annual loan payments for OWDA, OPWC and USDA
-  2024/2025 Audit
-  2025 Financials
-  Fraud Reporting Concerns?
-  Federal Grant/Loans – Concerns/Policies?
-  Date for Next Meeting

MOTION MADE BY MR. NEEPER TO APPROVE THE MAY 2026 TREASURER’S REPORT.

Seconded by Ms. Joyce. Motion carried 8-0.

Next Audit & Finance Meeting scheduled for August.

8. **CPA REPORT:** Report given at beginning of meeting.

9. **SANITARY ENGINEER:** None

10. **OLD BUSINESS:** None

11. **NEW BUSINESS:** Committee Appointments to be assigned in June. Mr. Kessen stated board members could reach out to him if interested in a specific committee.

12. **BOARD MEMBER COMMENTS:** None

13. **PUBLIC FORUM:** None

14. **EXECUTIVE SESSION:**

MOTION MADE BY MR. MILLER TO GO INTO EXECUTIVE SESSION TO CONSIDER THE PURCHASE OF PROPERTY FOR PUBLIC PURPOSES AT 3:05 P.M. Second by Mr. Neeper. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Ms. Joyce – yes, Mr. Colasanti – yes. Motion carried 8-0.

MOTION MADE BY MR. MILLER TO COME OUT OF EXECUTIVE SESSION AT 3:26 P.M. Second by Mr. Neeper. Roll Call: Mr. Miller – yes, Mr. Gosnell – yes, Mr. Kessen – yes, Mr. Neeper – yes, Mr. Leis – yes, Mr. Ingle – yes, Ms. Joyce – yes, Mr. Colasanti – yes. Motion carried 8-0.

15. **ADJOURNMENT:** Motion for adjournment made by Mr. Miller at 3:27 p.m. Second by Mr. Neeper. Motion carried 8-0.

ATTESTED:


Chairman Date


Secretary Date