

THE MONROE TOWNSHIP
WATER AND SEWER DISTRICT

Regular Meeting of the Board of Trustees of the
Monroe Township Water and Sewer District
March 9, 2015

Meeting Minutes

A regular meeting of the District was held pursuant to call, upon proper notice to the public, at the Monroe Township Offices. Trustees present were William Rodenberg, James Flesher, Dale Voisard, Rick Mains and David Dexter. Also present were Ron Thuma representing the Monroe Township Trustees and John Albers representing Albers & Albers. Mark Cameron with Sands Decker provided a written report, excused for illness.

1. **Call to Order:** The meeting was called to order at 6:00 pm by Bill Rodenberg followed by the pledge of allegiance.
2. **Approval of Minutes:** Jim Flesher moved to approve the February 9th minutes with a second by Rick Mains, motion carried.
3. **Comments from Members of the General Public (All guest are requested to sign the Register):**
4. **Report of Officers and/or Committees (if any).**
5. **Treasurer's Report:** Rick Mains provided the Board with a current balance sheet and discussed its contents.
 - 5.1 Resolution 2015-005: Rick Mains presented the following invoices for payment: Albers & Albers \$5,934.75 and Sands Decker \$16,918.50 in the amounts listed – David Dexter moved to approve the treasurer's report and authorize payment of the presented invoices with a second by Jim Flesher, resolution approved.
6. **Unfinished Business:**
 - 6.1. Mark Cameron, Sands Decker CPS Consulting, provided a written report on current status. The report is as follows:

Sands Decker has met with Chet Allen of Underground Solutions regarding the use of Fusible PVC pipe and Directional Drilling for installation of the waterline. This approach would be utilized in areas where the waterline requires placement within the roadway due to conflicts with other utilities

that exist between the back of curb and the right-of-way line. Chet is contacting a few contractors to help tighten up some of the current budget costs for the use of fusible PVC and directional drilling.

Once Sands Decker obtains current estimates for construction costs associated with the directional drilling and has a better idea of the pavement savings; they will be able to complete the construction estimates. They are also working with Monroe Township to see how future paving work might be coordinated with the District's project to potentially offset paving costs associated with the project.

Sands Decker has made initial contact with the Ohio Environmental Protection Agency (OEPA) and was set. However, is being rescheduled due to illness of those involved. The meeting should proceed within the next week.

Sands Decker has reached out to several firms that may be interested the operations of and/or administration/billing of the District's water and sewer services. This is preliminary and no costs have been established at this time. The firms contacted are: Allen Dawson, Aqua Ohio, Environmental Engineering, Industrial Fluid Management, CWS Environmental, Winelco, FlowCare, H2O Technologies, Nelson McKeever, Robert Furderer, United Water and Astbury Water Technology. All of these firms are listed on the OEPA website for Contract Water & Wastewater Operators.

Preliminary plans have been provided to Tipp City for review.

- 6.2 William Rodenberg reported on his March 9th meeting with Miami County's Paul Huelskamp and Doug Evens, about the transfer of the County's existing sewer system for integration into the District's system. The County Prosecutor's office will prepare a transfer document for review and approval. The document will include transferring the existing easements to the District.

The County will provide the District with of the County's existing customers that are receiving sewer service.

The County would not agree to participate or provide financial assistance to the District for removal of the existing lift station. It was the County's position that they had been generous enough in transferring the existing system to the District.

The County will contact property owner on which the lift station was constructed, Curt Petzolt. Once the system transfer has occurred and the lift station has been removed (Wet well, valve pit and abandonment of the

force main), the property will revert to the owner or their designee.

The County will pursue the removal of; electrical power source, area light and power pole with Dayton Power & Light as it will no longer be needed.

Bill reported on his meeting with Miami County (Doug) Agreement was made on the description of what will be transferred from the County to the Monroe Township Water & Sewer District. Miami County felt it best that the District handle the communications between the County customers, as to what will be occurring over the course of the next 24-months or so. The County also offered a reference for a possible billing/service company. The county does not feel that they should share in the abandonment

- 6.3 John Albers discussed the easement process; Sands Decker has indicated the potential need for 5-7 permanent and 20 to 26 temporary easements. The easement committee asked for recommendations on how best to approach the property Owners. It was agreed that Sands Decker should work with Albers & Albers to draft pictorial easements for the properties involved. The pictorial easement, along with a letter explaining the need for either a permanent or temporary on that property would be sent to those impacted by the project. The letter would request the property owner to indicate their willingness to enter into a formal easement, allowing the project to proceed. John Albers explained that temporary easements are only for the installation of work. The temporary easement expires upon completion of the work and restoration of the disturbed area. While a permanent utility easement becomes part of the property deed, allow access for utility services.

John Albers estimates that the legal efforts would be 2-3 hours. The Board authorized Albers & Albers to proceed and coordinate with Sands Decker on developing the pictorial easements.

- 6.4 John Albers provided an overview of the District Checklist; discussing the bidding and award of contract process, the project will bid as individual water & sewer projects. This will allow the District flexibility in selecting the best & most qualified to perform the work. It will also allow the District flexibility to award separate contracts to different contractors or to consolidate the two projects into a single contract if that best serves the needs of the District.
- 6.5 Open discussion about the potential need to increase the frequency of Board meetings as the project moves forward. It was agreed to remain flexible on frequency of meetings, while remaining vigilant to appropriately oversee the project and establish the operational needs of the District.

- 7. New Business:** N/A
- 8. Comments from Board Members:** Rick Mains requested that the District seek the services of an external accountant/auditor. While Rick continues to serve the District as treasurer, the accounting work is negatively impacting his firm. The Board concurred that it was not reasonable to expect Rick's firm to provide uncompensated service to the District. The Board will pursue locating a firm to perform accounting services for the District.
- 9. Adjournment:** David Dexter moved for adjournment with a second by Jim Flesher, motion carried at 7:17 PM.

Attested:

David Dexter,
Secretary