

THE MONROE TOWNSHIP
WATER AND SEWER DISTRICT

Regular Meeting of the Board of Trustees of the
Monroe Township Water and Sewer District
April 9, 2012

Meeting Minutes

- 1. Call to Order, Attendance.** *Called to order at 6 PM, all members of the board were present.*
- 2. Read, Approve and Sign Minutes of Preceding Meeting (March 12, 2012).** *Motion made by WR, seconded by DV, all voted "yea."*
- 3. Comments From Members of the General Public (if any).** *No comments, one visitor.*
- 4. Reports of Officers and/or Committees (if any).**
 - 4.1. Treasurer's report: *Checking account opened with Monroe Federal; deposited \$10,000 loan from Monroe Township Trustee's. Resolution 2012-0000 was made by WR and seconded by DD to accept the bank's agreement; WR collected the necessary information from each Board member to submit to the bank for signature authorization.*
 - 4.2. The Board reaffirmed the acceptance of GUI as the District's insurance carrier at a rate of \$1,550.00; motion made by WR, seconded by DD, all voted "yea."
- 5. Special Orders (if any).**
- 6. Unfinished Business.**
 - 6.1. Re-draft of Water Contract with Tipp City. *Counsel provided a copy of the redraft contract between Tipp City and the District. John Albers reviewed the proposed changes. The Board discussed and worked through the proposed changes with counsel. The Board members are responsible to review the recommendation and provide comments back to RM by 4/23/12. These comments will forward to counsel for incorporation into the draft for presentation to the City.*

6.2. Retaining engineering services.

6.2.1. Interview all three firms which provided RFQs.

(6:30 – 7:00) Sands Decker CPS, LLC– Scott Sands, PE and Mark Cameron, PS - Provided an overview of the firm’s experience and background to supplement their submitted literature.

(7:00 – 7:30) CESO– Kevin Bohman, PE (Site Development Manager) and Aaron Matson, PE (Vice President) – Provided an overview of the firm’s experience and company divisions. The firm provided the original study and program for the Township in establishing the District.

(7:30 – 8:00) GGC Engineers – Michael Newton, PE (President), William Newton, PE (Sr. Project Engineer), Barbara Anderson, PE (Sr. Project Engineer) and Jennifer Emerick (Dir. Of Business Development) – Provided an overview of the firm’s experience and local projects.

6.2.2. Discussion of rankings (if any). *John Albers’ described the process to use for ranking the firms and that such ranking is a public record document. The preliminary reviews were discussed. Provide signed ranking sheets on 4/23/12 to the drop box in the Township office. RM will collate the ranks for Board discussion at the next meeting. John Albers’ will provide a draft request for use in soliciting a fee proposal from the selected firm.*

7. New Business.

7.1. Discussion of planning loans/financing. *General discussion by John Albers regarding funding sources; banks (local preferred), grants or government loans (USDA, OWDA, etc.).*

8. Comments From Board Members.

9. Motion to Adjourn. *Motion made by DD, seconded by DV, motion passed at 8:37 PM.*

Attest:

David D. Dexter, NSPE, FASPE
Board Secretary