

**THE MONROE TOWNSHIP**  
**WATER AND SEWER DISTRICT**

Regular Meeting of the Board of Trustees of the  
Monroe Township Water and Sewer District  
April 11, 2016

**Meeting Minutes**

A regular meeting of the District was held pursuant to call, upon proper notice to the public, at the Monroe Township Offices. Board members present were; William Rodenberg (16), James Flesher (18), Dale Voisard (17), Rick Mains (16) (Excused) and David Dexter (18), Ron Thuma representing the Monroe Township Trustee's; Mark Cameron, representing Sand Decker LLC and John Albers, representing Albers & Albers were in attendance.

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:** James Flesher moved to approve the March 14<sup>th</sup> minutes as amended with a second by Dale Voisard, 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).** N/A
5. **Treasurer's Report:** Rick Mains was excused for this meeting, Bill Rodenberg reported on behalf of the treasurer and distributed transactions by account and balance sheets.
  - 5.1. Resolution 2016-004: Bill Rodenberg presented the following invoices for payment: Sands Decker LLC \$17,810.05, Albers & Albers \$3,741.25 Treasurer, State of Ohio for OEPA Permits: \$6,388.91 (Sewer Submittal) & \$3,971.23 (Water Submittal) [Checks and documentation provided to Mark Cameron] in the amounts listed – David Dexter moved to approve the treasurer's report and authorize payment of the presented invoice with a second by Dale Voisard, resolution approved.
6. **Unfinished Business:**
  - 6.1. Mark Cameron with Sands Decker LLC reported that one additional check would be needed in the amount of \$200.00 for the Ohio EPA's Notice of Intent to Proceed. The Board agreed to authorized Rick Mains to issue the check to Sands Decker LLC, they will formally act in the May resolution.
 

Tipp City has promised that the plans should be returned by Thursday, April 14<sup>th</sup>. Sands Decker firmly believes that all open issues have been addressed, allowing Tipp City to sign-off on the documents.

Previously, Tipp City had insisted on a fire hydrant spacing of 300'. However, Sands Decker pointed out that per Tipp City Standards the spacing was 400'. Hence, the submitted documents reflect a hydrant spacing of 400', resulting in a cost savings of approximately \$20,000.00. Additionally, the meters that Tipp City has proposed to provide will allow for smaller meter vaults, another cost savings.

Sands Decker hopes to have the documents submitted to the Ohio EPA, Dayton office within the next two weeks.

- 6.2 William Rodenberg asked about incorporating Owner lateral costs into that property Owner's assessment. The Board will allow individual property owners' to contract with the District's contractor, within the terms of the Contract Documents. As part of the bidding process, the contractor will provide a "per foot cost" for water and sewer installation. This will allow property Owner to determine a cost for the work within their property. If they wish to enter into an agreement, during the contract period, the agreed upon costs can be folded into that property's assessment for payment as a lump sum or be added to the property's tax duplicate. If added to the property's taxes, it will be paid over the terms within the assessment agreement. Because this effort must be accomplished within the contract period, it cannot be extended out to private contractors, not tied to the District's contract.
- 6.3 John Albers discussed the preparations of easements for those properties to which either permanent or temporary construction access will be needed to install the water & sewer systems. The Easement Committee; Dale Voisard and James Flesher, will work with Mark Cameron to meet with each property owner involved. As Mark is a Notary Public he can seal any easements signed during the visits. He is also knowledgeable in construction process, allowing him to answer any concerns voiced by the property owner. The Committee will begin to schedule face-to-face meeting with those property owners' over the next several weeks.
- 6.4 John Albers provided the Board with revised "Checklist for Assessment Projects," outlining procedural matters and legal requirements. Such projects can be handled in two ways; estimated assessment process completed before bidding or bidding process completed before issuing assessments. The Board's has determined that the assessments shall be established based on the contractor's bid. The contract costs along with the planning and development costs shall be used to establish each property's assessed value.
- 6.5 The Board confirmed with Monroe Township's liaison, Mr. Ron Thuma that the project will interface with the planned street repaving in the District area. The Township will adjust the repaving schedule to work with the District's water & sewer project.
- 6.6 William Rodenberg signed the Ohio Environmental Protection Agency (OEPA) permit applications and documents on behalf of the district.

## 7. **New Business:** None

**8. Comments from Board Members:**

- 9. Adjournment:** David Dexter moved for adjournment with a second by Dale Voisard, motion carried at 7:12 PM.

Attested:

David Dexter,  
Secretary