

THE MONROE TOWNSHIP
WATER AND SEWER DISTRICT

Regular Meeting of the Board of Trustees of the
Monroe Township Water and Sewer District
April 13, 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 (excused) and David Dexter. Also present was Ron Thuma representing the Monroe Township Trustee's, and Mark Cameron with Sands Decker and John Albers (excused) representing Albers & Albers.

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:** Dale Voisard moved to approve the March 9th minutes with a second by James Flesher, motion carried.
3. **Comments from Members of the General Public (All guest are requested to sign the Register):** No comments by the two guests.
4. **Report of Officers and/or Committees (if any).** N/A
5. **Treasurer's Report:** Rick Mains, who was excused, provided Bill Rodenberg with a current balance sheet. Bill Rodenberg presented the information provided by Rick to the Board.
 - 5.1 Resolution 2015-006: Bill Rodenberg presented the following invoices for payment: Albers & Albers \$2,867.50 and Sands Decker \$26,591.50 in the amounts listed – Bill Rodenberg moved to approve the treasurer's report and authorize payment of the presented invoices with a second by David Dexter, resolution approved.
 - 5.2 Rick Mains returned a check previously issued to Hazel L. Mains in the amount of \$100.00. This check was to cover professional service in the preparation of I.R.S. Tax Forms 1099 for the District. However, the Mains' did not wish to have any perception of a conflict of interest. The Board agreed to comply with the Mains' request and accept the returned check, although the Board saw not conflict for services rendered.

6. Unfinished Business:

- 6.1. Mark Cameron, Sands Decker CPS Consulting, met with Tya Darden and Dan Osika of the OEPA on March 25th. The purpose of the meeting was to discuss the proposed water and sanitary sewer project and review the current set of plans. As part of the OEPA requirements the District will need to obtain PWSID (Public Water System Identification) number; that identification number was received before the Board meeting, OH553614.

The District's official information, as provided to the OEPA follows:

- Monroe Township Water & Sewer District
4 E. Main Street
Tipp City, Ohio 45371
Phone: 937 667-3136 (This is the Township number, as the District does not have a separate office or telephone number at this time.)
monroewatersewer@aol.com
- Administrative Contact
William Rodenberg, District President
- The Evanston Estates East Project consist of 92-Connections; 75-single family homes, 1-2 unit apartment building, 9-4 unit apartment building and 1-8 unit apartment building.

Ms. Darden indicated that the Operations & Testing requirements needed for the District would be sent to Sands Decker. Which were received via email on April 13th. Ms. Darden provided a general list of the minimum sampling required of a purchased groundwater community water system. She stated that the list is not comprehensive and may change depending on population changes, sampling results or other factors outlined in the OEPA rules. The testing indicated in the email follows:

1. Daily free and total chlorine residuals in the distribution system.
2. Two (2) monthly total coliform samples.
3. Annual disinfection byproducts – TTHM (Total Trihalomethane) & HAA5 (Haloacetic Acids)
4. Annual lead & copper samples (5 each)

The District's water system will require a certified operator to oversee the systems. [These are general and subject to review, Sands Decker will work with the OEPA and the District's water provider (Tipp City) to determine specific requirements.]

- 6.2 The Board discussed the Compliance Review Letter provided by the OEPA and

authorized Bill Rodenberg to sign it on behalf of the District and return it to the OEPA.

6.3 Sands Decker has made inquiries on behalf of the District to several firms that might have interesting in contracting with the District for Operations and/or Billing. The firms contacted are:

- Allen Dawson
- Aqua Ohio
- Environmental Engineering
- Industrial Fluid Management
- CWS Environmental
- Winelco
- FlowCare
- H2O Technologies
- Nelson McKeever
- Robert Furdereer
- United Water
- Astbury Water Technology

All of the above firms are listed on the OEPA website for Contract Water & Wastewater Operators.

6.4 Mark contacted Eric Mack with Tipp City's GIS Department (Geographic Information Systems) to follow-up where the project stands in their review process. The District has concerns since Christy Butera left the City. Eric was brought up to speed about; the project; previously dropping off drawings, Sands Decker meetings with the OEPA and the Districts receipt of its PWSID number. Mark also inquired if Tipp City had interest in providing a proposal for O&M (Operations & Maintenance), billing and testing.

Preliminary plans were provided to Tipp City for review prior to Christy leaving. However, no review comments have been provided. Advised Eric that the District needs confirmation that at least the direction meets with what the City expected. The City's review and approval is needed before officially submitting the project to the OEPA.

Post Meeting: Mark Cameron met with Mo Eichman (Temporarily filling Director of Utilities position vacated by Christy Butera) on Thursday April 16th. The meeting was reported as productive; discussing past efforts, intent of the project and contracts with the City and Tri-Cities, method to the design layout, location of sewer & water tie-ins as well as a review of the current design documents. A current set of water and sewer plans were left for the City's review. This was followed up via an email of the documents in pdf form. It was expressed that the District would like to get the City's comments to incorporate into the design documents, so that the formal submittal can be made to the OEPA. The

current OEPA target submission date is May 6, 2015.

- 6.5 Sands Decker has prepared rough exhibit drawings for temporary and permanent easements within the project. These along with letters prepared by Albers & Albers will be sent to the property owners involved. The District will need such easements in order to move forward with the project as currently designed. Once these letters have been sent to the involved property owners, the Easement Committee will follow-up with direct contact after allowing a reasonable time for the owners to consider the request.
- 6.6 Sands Decker has been working with Underground Solutions' Chet Allen. Underground Solutions provides technical solutions for underground utilities, such as fusible PVC pipe and directional drilling. These solutions will be allowed as a viable option for the bidding contractors and can lead to a cost savings to the project. Underground Solutions is working with a few of the contractors who may be interested in the District's project to determine budget costs. Such costs are need by Sand Decker in their development of the Engineers Estimate for the project.
- 6.7 There was discussion about the amount road repaving that would be involved with the project. Ron Thuma, Township Trustee, indicated that the project and the Township's repaving program appear to be meshing together. This will allow the District to minimize pavement repairs to the immediate area around the excavations. The Township's paving program will then come in to mill the existing pavement followed by a pavement overlay. This will work well for the District, Township and property owners' within the District.
- 7. New Business:** N/A
- 8. Comments from Board Members:** Bill Rodenberg noted that he will follow-up with Miami County about the draft agreement.
- 9. Adjournment:** David Dexter moved for adjournment with a second by Jim Flesher, motion carried at 6:58 PM.

Attested:

David Dexter,
Secretary