

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

Regular Meeting of the Board of Trustees of the  
Monroe Township Water and Sewer District  
May 8, 2017

**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 (2020), James Flesher (2018), Dale Voisard (Excused) (2017), Greg Siefring (2020) and David Dexter (2018). Also present were Ron Thuma representing the Monroe Township Trustee's and Mark Cameron representing Sands Decker CPS, LLC.

- 1. Call to Order:** The meeting was called to order at 6:08 pm by Bill Rodenberg followed by the pledge of allegiance.
- 2. Approval of Minutes:** James Flesher moved to approve the April 10th minutes with a second by Greg Siefring, motion carried.
- 3. Comments from Members of the General Public (All guest are requested to sign the Register):** Mr. Spry asked about legal challenges, he was advised that there are currently no active court proceedings. Jerry Craft asked about signing up for service lateral, Mark Cameron agreed to add him to the list.
- 4. Report of Officers and/or Committees (if any).**
- 5. Treasurer's Report:** Greg Siefring provided a draft resolution for approval to authorize Ohio Water Development Authority (OWDA) fund payments to listed firms.
  - 5.1 Resolution 2017-017: Motion made by James Flesher to process the resolution as modified, striking Mike Mobley Reporting until the amount can be reconciled and to accept additional services from invoiced by R. J. Mains & Associates with a 2<sup>nd</sup> by Greg Siefring: William Rodenberg, Greg Siefring and James Flesher voted to approve the resolution, David Dexter voted in the negative over his concerns for the additional service to R. J. Mains & Associates, Dale Voisard was excused.
  - 5.2 Greg Siefring moved to accept BHM CPA Group, Inc.'s proposal for accounting services with a 2<sup>nd</sup> by William Rodenberg; motion carried. The Board signed the authorizations for payment processing.

In the spirit of full disclosure, Mark Cameron with Sands Decker CPS, LLC disclosed that their firm is a client of BHM CPA Group, Inc. As Sands Decker is a contracted service with the District and has not influence in the District's operation, no conflict exists.

- 5.3 William Rodenberg has acquired the accounting information from R. J. Mains and Associates. Mr. Rodenberg and Mr. Siefring will need to sift through the material to documents the expenses related to the planning loan before OWDA will sign-off on the payment to Monroe Federal.

## **6. Unfinished Business:**

- 6.1 Mark Cameron reported on the 3<sup>rd</sup> construction progress meeting.
- 6.1.1 Construction is approximately 30% complete
  - 6.1.2 An unmarked gas service was cut during the construction process, resulting in about 2.5 hours of contractor down time. The contractor may invoice the District for this lost time. The District may in turn, need to work with Vectren in recovering any such costs.
  - 6.1.3 The contractor, just before coming to the construction progress meeting, had cut a deep underground electrical power feeder. Dayton Power & Light (DP&L) had been notified. The contractor was working with DP&L to get the power restored.
  - 6.1.4 Mark Cameron presented pay application #3 to Greg Siefring for processing.
- 6.2 Mark Cameron reported of the RFP (Request For Proposal) for O&M (Operations & Maintenance); The RFP had been sent to 16 potential firms. As of the meeting, only one proposal had been received from the Miami County Sanitary Engineers office. Mr. Cameron was directed to contact the other firms, before the District considers alternatives.
- 6.3 Mr. Cameron discussed the need for the District to adopt operation policies. These policies will establish many things, including billing rates and minimum charges. He offered to share the Jefferson Water & Sewer District's document, once they authorize its release.
- 6.3.1 Sands Decker CPS, LLC is will to consult on establishment of policies and fees. However, it is not currently part of the contract between the District and Sands Decker. The District will take this under consideration.
  - 6.3.2 The District will discuss the current sewer charges related to the County system that the District will be taking over.

## **7. New Business: N/A**

**8. Comments from Board Members:** N/A

**9. Adjournment:** David Dexter moved for adjournment with a second by James Flesher, motion carried at 702 PM.

Attested:

David Dexter,  
Secretary