

THE MONROE TOWNSHIP WATER AND SEWER DISTRICT

Regular Meeting of the Board of Trustees of the
Monroe Township Water/Sewer District
May 11, 2021

President Scott Vagedes called the meeting to order at 6:02pm and lead the members in the Pledge of Allegiance. Other members in attendance included Dave Eilerman, Rob Voisard, and Dan Drexler. Administrator Marilyn Fennell was present. Absent were Jared Eales and Monroe Twp. Trustee Greg Seifring. There were no guests present.

Minutes from April 7, 2021 were reviewed and Mr. Voisard **moved to approve the minutes from April 7, 2021 as presented.** Mr. Drexler seconded the motion. Motion passed 3-0-1. Mr. Eilerman abstained due to his absence at that meeting.

Comments from Public: There were no guests present.

Treasurer's Report: Mr. Voisard had prepared **Resolution 2021-05** to pay monthly expenses for April. The monthly expenses included billings from Tipp City- \$6,934, City of Troy - \$25.00, 2 DP&L bills for \$16.02 and \$16.02, Frontier- \$77.36, Mrs. Fennell- \$120.00, and the Miami County Sanitary- \$4,000 for a total of \$11,188.38. Income was \$13,462.00. Mr. Vagedes **moved to approve Resolution 2021-05 to pay expenses for April.** Mr. Drexler seconded the motion. Motion passed 4-0.

\$37,040.01 was received from Miami County for water and sanitary sewer fees not paid to the District due to a computer error.

Old Business: Mr. Vagedes has been working on a Purchase Order form for the District to use. He had 3 examples and tried to combine them into one form. He recommended that 2 signatures be used not just the fiscal officer. He moved to **approve the form presented with the ability to amend if needed.** Mr. Drexler asked if someone else needs to look at it. Mr. Vagedes said that the accountant Paul Rennick has suggested the use and it matches up with what the Township uses. Mr. Eilerman said if Mr. Rennick approves, he sees no problem. Mr. Vagedes asked Mr. Voisard to prepare a resolution for the use of the Purchase Order. This will eliminate the use of a Resolution each month to pay the monthly bills. Mr. Vagedes said the bills can be paid but each month there should be a Resolution showing what bills were paid. Mr. Vagedes said Mr. Voisard would have a Purchase Order for each vendor and shows the monthly subtraction. This will begin in July. Mr. Eilerman seconded the motion. Motion passed 4-0.

Mr. Vagedes addressed the concerns at 995 Todd Ct. All is proceeding with that property. They will be paying per agreed. The owner seemed okay with this arrangement. The tap-in fee will be forthcoming to the Board from the County.

Mr. Vagedes said that now that the District has received the funds from Miami County the Board agreed to advise the County to proceed with the radio meters. Mr. Vagedes thought something in writing should be sent. Mr. Vagedes said he would notify the County.

Information had been received from OWDA that the loan could be transferred to Miami County if this Board so wishes to turn over the responsibilities. There are a couple of issues that need to be looked at. Mr. Vagedes said that the District was set up to assist other plats in the Township if they so desire. The process would be the same that it was for this subdivision per Mr. Vagedes' understanding.

There was no further Old Business to discuss.

New Business: a) Meeting Dates- have been changed to 2nd Tuesday for the remaining months for the year.

b) 840 Burnside- This is a repeat of 995 Todd Ct. The tap-in fee needed to be collected and the owner did not understand the process. The fee schedule was explained by Mr. Vagedes to the owner. Doug Evans of Miami Co said the tap-in fee had to be paid before the meter would be set. The property owner has been paying the Sanitary Sewer and the minimum on the well. Mr. Vagedes said there are still 10 properties on their wells. Those properties will also need to pay their tap-in fees.

Board Comments: Mr. Vagedes said he would draft a proposal for the Board to review with the Township Trustees about turning the Country Estates East ownership and maintenance to Miami County.

Mr. Voisard will not be at the next meeting in June due to work commitments. There were no other comments by the Board.

The next meeting will be **Tuesday, June 8 at 6:00 PM**. There were no further comments from the Board. Mr. Eilerman **moved to adjourn the meeting** and Mr. Voisard seconded the motion. Motion passed 4-0. Meeting adjourned at 6:58pm.

President

Secretary