

THE MONROE TOWNSHIP **WATER AND SEWER DISTRICT**

Regular Meeting of the Board of Trustees of the
Monroe Township Water and Sewer District
June 12, 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. Board members present were William Rodenberg (Excused)(2020), James Flesher (2018), Dale Voisard (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 6:00 pm by Dale Voisard followed by the pledge of allegiance.
2. **Approval of Minutes:** James Flesher moved to approve the May 8th 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):** Ms. Amy Puthoff asked about connection to the water service and at what point a plumber would be required. The property owner may select the services of the District's contractor to install: the sewer lateral, abandon the septic tank and connect to the sewer between the home and the septic tank; a similar opportunity exists for the potable water service. The District's contractor will extend the water service from the property line to within a few feet of the home's existing water service line. However, the District's contractor is not licensed as a plumbing contractor and may not make the final connection or necessary modifications to the home's water system. It remains the property owner's responsibility to obtain the appropriate permits, make the final connection in accordance with the Ohio Plumbing Code, as enforced by the Miami county Health District, and District rules. The services of the District's contractor were covered as a bid alternate during the bidding process. At the property owner's option, they may have the District's contractor install the sewer and water services as described above. The cost for these services is set by contract with the owner paying directly for those service or having the costs added to their share of the projects' assessments. As for the final connection; of the sanitary sewer, septic cleaning and abandonment, the agreed upon amount may be directly paid or added to the property's tax duplicate as a voluntary assessment. Additionally, at the property owner's option, the existing well can be maintained for non-potable uses or abandoned in accordance with the rules of the Miami County Health District. The only prohibition being that the well system and public water system shall not be inter-

connected.

Mr. Phil Berry discussed the location of a sanitary sewer manhole along his property. Mark Cameron with Sands Decker explained the process used to determine manhole locations. Mr. Berry's concerns were noted and would be discussed with the District's contractor.

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 2017-018: Motion made by David Dexter to process the resolution and authorize payment: Albers & Albers - \$2,375.73, Sands Decker CPS \$14,560.00 and Kinninson Excavating, Inc. \$182,632.88; seconded by James Flesher; all present voted to approve.

5.2 Reported on collecting and organizing the necessary documentation for OWDA's processing repayment of the planning loan between the District and Monroe Federal Savings & Loan.

6. Unfinished Business:

6.1 Mark Cameron reported on latest construction meeting; master meter pit base has been poured, pit should be set next week; discussed paving with 301 to the surface for milling in 2018 by the Township. The modifications to the contract requirements are anticipated to result in a savings between \$150,000 and \$200,000 from the deletion of Tipp City's previous demand for a second master meter connection, road crossing, etc.

6.2 Discussion on utility rates and the Board's need to establish a Policy & Procedures' Manual for the daily operations of the District. Mr. Cameron offered as an example, the Jefferson Township Water & Sewer District's manual, based on that District's granting permission to share their efforts. Mark Cameron agreed to send a copy for the Board's review, modification and possible approval in anticipation of beginning service operations in the 3rd quarter of 2017.

6.3 Discussed, for the Board's future consideration, minimum usage amounts and possible billing rates. These are all tied to the District's cost of service from Tipp City for water, Tri Cities for sewer, District's operations contract and associated governmental costs.

6.4 Mark Cameron will send the board a copy of an annual survey of charges from similar District water and sewer charges. This will allow the Board to compare its projected cost/charges with similar districts.

6.5 Mark Cameron reported on the responses to the District's RFP (Request

For Proposals) for operational services. As of the meeting, there had been two responders; Miami County Engineering office and Winelco, Inc. The Board requested Sands Decker to provide a cost evaluation between the two offers and seek clarifications to terms within the offers.

- 6.6 Mark Cameron provided copies of the Voluntary Assessment Package developed by Albers & Albers for review and discussion. A final draft will be needed to provide to the property owners' wishing to make use of the District's contractor to extend services onto their property and make final connect to their building sewer line and septic abandonment.

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 6:53 PM.

Attested:

David Dexter,
Secretary