

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

Regular Meeting of the Board of Trustees of the  
Monroe Township Water and Sewer District  
September 8, 2014

**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 Bill Rodenberg, Rick Mains, James Flesher, Dale Voisard and David Dexter. Also present were Ron Thuma, representing the Monroe Township Trustees, Mark Cameron representing Sands Decker and John Albers representing Albers & Albers.

1. **Call to Order:** The meeting was called to order at 6:00 pm by Bill Rodenberg.
2. **Approval of Minutes:** James Flesher moved to approve the August 14th minutes with a second by Rick Mains, motion carried.
3. **Comments from Members of the General Public (All guest are requested to sign the Register):** Bob Spry inquired about additional meetings in August, no additional meetings were held. Bart, the property owner of a residence at 595 E. Shoop Road, asked about his property being included within the district, the Board will consider the options involved in including this and another property.
4. **Report of Officers and/or Committees (if any).** N/A
5. **Treasurer's Report:** Rick Mains provide a current balance sheet and reviewed with the Board.
  - 5.1 **Resolution 2014-024:** David Dexter move to authorize payment of current invoices: Albers & Albers for legal services, \$925.00; Sands Decker for consulting services and design, \$6,290.25 and Treasurer – State of Ohio for the ongoing audit by the Auditor of State, \$1,230.00 with a second by Dale Voisard, motion carried.
6. **Unfinished Business:**
  - 6.1 Mark Cameron with Sands Decker reported on the current status of the Evanston East project. Preliminary plans are progressing with active review in coordination with Tipp City's Christy Butera. However, the local utilities; Dayton Power & Light (electric) and Vectren (natural gas) have been less than cooperative in providing utility mapping of the district.

OUPS (Ohio Utilities Protection Service), while being responsive has been reluctant to survey and mark the complete district. Time Warner (cable) has been the most cooperative in providing location of their in-place assets Tipp City will require metering of the sewer flow within the district's system (ultrasonic). The district's water system will also require metering. This will be a little more complex, as more than one connection point will inter-connect with the Tipp water system (reverse meeting will be utilized). Based on the available information, no sanitary lift stations are planned to be needed.

- 6.2 Open discussion regarding the project time line, based on available information, and the need to establish operation and service rates based on current cost projections.
- 6.3 Mark Cameron indicates that DD (Design Development) documents should be ready for review 4-6 weeks after obtaining utility information for incorporation into the documents. Following the Board's acceptance of the design, it will be presented to Tipp City and the OEPA (Ohio Environmental Protection Administration) for review and approval. This process is anticipated to involve 3 to 4 weeks. Allowing for advertising and bidding, it is hoped that construction can begin in the 1<sup>st</sup> quarter of 2015.
- 6.4 Bill Rodenberg, Mark Cameron and Ron Thuma meet with Paul Holscamp on August 12<sup>th</sup> to discuss County's existing pumped sewer system. Based on that discussion, the County will turn over the existing system within the District at no cost. The District will need to remove the existing pump station at its own expense. This will require approval of the Miami County Commission, but Paul felt it would not be an issue.
- 6.5 Rick Mains reported that the State Audit should be concluded shortly, no significant issue have been noted. The Auditor will be issuing a final report.
- 6.6 Bill Rodenberg reported on a draft agreement for administrative support services. Copies of the draft will be sent to each of the Board members for review and comment.

## **7. New Business:**

- 7.1 The Board discussed the potential of including the 595 Shoup and another adjacent property in the District. Mark Cameron indicated that a utility easement might be needed to extend the mains to serve these properties. Mark will provide projection of possible costs associated with inclusion of these properties for the Board's consideration.

- 7.2 The Board will need to solicit interested parties to provide billing and meter reading services
- 7.3 Board members continue to review the draft Code Of Regulations for future adoption by the District. Discussions of the draft are planned for the December meeting.
- 7.4 John Albers discussed the need to develop a schedule for deposit fees and billing rates. There are several sources that might assist in planning and projection of costs and recovery. John will put Bill Rodenberg in contact with the Local Government Intervention Fund (LGIF) and ARCAP to assist in this effort.
- 7.5 John Albers reviewed the Assessment Checklist, previously provided to the Board as a guide to moving the District's efforts forward.
- 7.6 The Board discussed how to include two adjoining properties into the current project; separate project or incorporate into the current district. The Board asked Sands Decker to provide cost projects so that the Board could evaluate potential costs associated with this discussion. The Board will take these projections into consideration as they evaluate the request to incorporate these adjacent properties.

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

- 9. Adjournment:** David Dexter moved for adjournment with a second by James Flesher, motion carried at 7:20 PM.

Attested:

David D. Dexter  
Secretary