

THE MONROE TOWNSHIP
WATER AND SEWER DISTRICT

Regular Meeting of the Board of Trustees of the
Monroe Township Water and Sewer District
November 14, 2016
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, Rick Mains*, James Flesher, Dale Voisard and David Dexter. Also present were Ron Thuma representing the Monroe Township Trustee's, Mark Cameron representing Sands Decker and John Albers representing Albers & Albers Law.

*Mr. Mains recused himself from the meeting as he lives within the District and wishes not to show any conflict of interest in voting on District resolutions or being part of the discussion of those resolutions.

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:** Jim Flesher moved to approve the October 10th minutes with a second by Dale Voisard, motion carried.
3. **Comments from Members of the General Public (All guest are requested to sign the Register):** No comments
4. **Report of Officers and/or Committees (if any).** NA
5. **Treasurer's Report:** As Mr. Mains was not in attendance, Bill Rodenberg provided comments about the District's current account balance and the payment requests for the month, to which he had knowledge; final invoice from the State Auditor for the audit, Sands Decker CPS for engineering services, Albers & Albers for legal services. All invoices are to be held and payment tabled until further financing is obtained. As the necessary assessment letter required mailing, the payment postage of \$1,000 was deemed necessary to advance the project.
 - 5.1 Resolution 2016-013: David Dexter moved to authorize payment of the postage necessary to mail out the assessment letters ahead of Mr. Mains processing to allow the process to continue; seconded by Jim Flesher, motion carried by unanimous vote.

6. Unfinished Business:

- 6.1 Mark Cameron with Sands Decker CPS Consulting reported on discussions with DP&L about power for the District's metering locations. As the anticipated usage is small, DP&L will have no upfront cost. The Construction Contract covers the conduit cost between the metering locations and the read point.
- 6.2 Mark Cameron distributed a copy of the bid tabulation sheet based on the bids opened October 10, 2016 – low bidder was Kinnison Excavating, Inc. out of Piqua, Ohio at \$1,883,213.00. The second bidder, Underground Utilities, Inc. out of Monroeville, Ohio was rejected due to errors within their bid package. Jim Flesher moved to accept the bid tabulation; seconded by David Dexter, motion carried by unanimous vote.
- 6.3 Sands Decker CPS has been in contact with Kinnison Excavating, Inc., they have agreed to extend their bid pending completion of the assessment process. Kinnison Excavating, Inc. is prepared to move forward as soon as the District officially issues a contract

7. New Business:

- 7.1 Resolution 2016-014: Resolution of Necessity – Country Estates East Sewerline Extension Project. David Dexter moved for the Board to approve; seconded by Bill Rodenberg, motion carried by unanimous vote.
- 7.2 Resolution 2016-015: David Dexter moved to accept the "Estimated Assessments" associated with the Sewerline project; seconded by Bill Rodenberg, motion carried by unanimous vote.
- 7.3 Resolution 2016-016: Resolution of Necessity – Country Estates East Waterline Extension Project. David Dexter moved for the Board to approve; seconded by Dale Voisard, motion carried by unanimous vote.
- 7.4 Resolution 2016-017: David Dexter moved to accept the "Estimated Assessments" associated with the Waterline project; seconded by Jim Flesher, motion carried by unanimous vote.
- 7.5 The project plans and associated resolutions will be available on the District's website as well as the Monroe Township offices.
- 7.6 There was a brief discussion concerning "Tap" fees. These costs are part

of the current contract and assessment documents. No additional "Tap" fees are anticipated with the initial service stubs into the property, at this time.

- 7.7 The Board discussed the letter offering on property service line installation by the project contractor. The property owner may choose to utilize the District's contractor to extend the lateral stubs from the property line to within 5-feet of the existing service line coming out of the building. The property owner will then need to obtain the services of a licensed plumbing contractor to make the final connections and abandon the existing septic system. They will also need the services of a licensed contractor to rework their well system, if they keeping it, or to appropriately abandon the well. The property owner will until February 1, 2017 confirm their desire to use this service option. The property owner may make a lump sum payment for these services; or they may have it added to their property assessment.
- 7.8 Monroe Township is planning on milling and resurfacing the roadway surfaces within the project's area. The District and Monroe Township are working closely to coordinate their efforts so as to minimize cost to the project and cutting work within the resurfaced roadways.
- 7.9 The project documents are available through the website or the District. Should residents wish to review the documents, they will be accessible in the Monroe Township offices. Any comments or objections shall be processed through the Township office and forwarded to the District's Board for action.
- 7.10 Any objections to the estimated assessment will be handled through the District's Assessment Committee within the State's mandated time frame.

8. Comments from Board Members: N/A

- 9. Adjournment:** David Dexter moved for adjournment with a second by Jim Flesher, motion carried at 7.06 PM.

Attested:

David Dexter,
Secretary