

Leo-Cedarville Stormwater Utility
Meeting Minutes
April 13, 2021

Attendance: Board President Paul Steffens. John Abel, Larry Clark. Pamela Spannuth Clerk-Treasurer. Town Manager Patrick Proctor. Engineering Resources, Scott Karst.

March 9, 2021 Meeting Minutes – Mr. Able moved to accept the March 9, 2021 meeting minutes as written; Mr. Clark seconded. Minutes were approved as distributed.

Vouchers – Board approved the April 13, 2021 accounts payable vouchers for \$2,866.35.

Financial Reports – Financial reports were distributed to the board members at the meeting.

New Business:

14326 Whitetail Run Sinkhole – Mr. Proctor discussed a sink hole forming at the inlet located at the rear of the property. Initially it was believed this line was under the jurisdiction of the Allen County Surveyor, however, after further examination it was determined to be the responsibility of the Town. Mr. Proctor discussed the manner in which the sinkhole can be fixed. The homeowner requested that the work be done this fall to avoid the equipment damaging other areas of the yard due to the soft ground. The town maintenance staff will repair this issue in-house.

14621 Amstutz Road – Mr. Proctor brought to the board's attention a billing error on the property located at 14621 Amstutz Road. Due to the changing frequency of billing over the years, the charge on this property was not adjusted accordingly. Ms. Spannuth stated that she audited all non-residential accounts and this was the only account with an overcharge. The board agreed to send the payment account directly to the Allen County Treasurer's Office in the amount of the 2021 overcharged amount. Repayments for the overcharged amount will be made directly to the previous tenants of the property as the accounts have been in the names of the tenants. The date of the origin of the error is September 2010.

Additionally, the owner of 14621 Amstutz Road is seeking a reduction in the fee due to the stormwater retention pond on the property. Mr. Proctor cautioned that the rate be calculated consistently across the board. Mr. Proctor would like to present a proposed methodology to the board to adopt for how the rate be calculated. This will be addressed prior to the next annual assessment.

The owner of the property is also seeking an additional rate reduction due to the

tenant being a not-for profit entity. The owner sent a copy of Fort Wayne's regulations which is not a policy that the Leo-Cedarville Stormwater Utility observes.

SWAMP Plan – Mr. Proctor stated ERI has completed the mapping portion of the utility's infrastructure. Discussion ensued regarding what the next steps should be. Mr. Proctor recommended the problem areas be cataloged and rated. Mr. Proctor stated that a meeting be scheduled with Mr. Frederickson and the County and any interested board member on the topic of Birky Drive as well as the Town's SWAMP plan.

Refund of Credit Balances – Mr. Abel moved to approve the release of payments in the total amount of \$6,207.96; Mr. Clark. Motion passed unanimously.

Adjourned – Meeting adjourned until May 11, 2021.

Approved:



R. Paul Steffens
Board President

Attested:



Pamela Spannuth
Clerk-Treasurer

