

Leo-Cedarville Stormwater Utility Board
February 9, 2021
Meeting Minutes

Note: Meeting was held remotely via Zoom.

Attendance: Board President R. Paul Steffens, Larry Clark, John Abel. Engineer Derek Frederickson. Town Manager Patrick Proctor. Clerk-Treasurer Pamela Spannuth

Guests: Patrick Kavanagh – Birky Drive Resident,
Matt Jarrett, Jacquelyn Beck – Allen County Partnership for Water Quality

Agenda – The February 9, 2021 agenda was accepted as prepared.

Minutes – The January 12, 2021 meeting minutes were approved as distributed.

Allen County Partnership for Water Quality – Mr. Matt Jarrett, Allen County Partnership for Water Quality Program Manager, was present at the meeting to seek financial support for the ACPWQ. Jacquelyn Buck was also available at the meeting; Ms. Buck is the Water Quality Education Specialist. Mr. Jarrett addressed the responsibility of the board to satisfy public outreach requirements as mandated by MS4. Allen County assists its co-permittees with the management of the permit and the associated IDEM mandates. Ms. Beck is the ACPWQ part-time public outreach specialist and regularly supplies the co-permittees with educational information to distribute to the communities they serve. Mr. Jarrett explained the funding challenges and shortfall that's been caused by the IDEM mandates and is seeking assistance from the County's co-permittees. Mr. Proctor affirmed that the ACPWQ has been extremely helpful to the Town in many occasions. Discussion ensued regarding where funds could be taken from to support the request by ACPWQ. The board agreed that this is a proper use of funds as the ACPWQ assists the Utility in meeting requirements imposed by the MS4 regulations. Mr. Steffens moved to contribute \$2,000 to ACPWQ to help fund their budget shortfall; Mr. Clark seconded. Motion passed unanimously.

Birky Drainage Swale Work Request – Mr. Patrick Kavanagh was present to request authorization to work on the swale in front of this property; the work would be within Town right-of-way. He stated that he feels the ditch needs to be dredged to help with water flow. He is also asking for assistance or permission to have rip rap put in the swale. Mr. Derek Frederickson added to the discussion by addressing the placement of rip rap in the swale. He is concerned that could cause the collection of sediment which would slow the flow of water. Mr. Kavanagh stated he could focus the rip rap at the sides of the ditch to prevent impacting the flow line. Mr. Proctor discussed the proposed

larger project that would address the overall drainage problem in this area. The status of this project is unknown at this time and has tentatively been referred to the Allen County Surveyor's Office. The consensus of the board was to permit Mr. Kavanagh to redefine the swale and place rip rap along the sides.

2020 Vouchers – Mr. Steffens moved to approve the remaining 2020 vouchers for a total of \$10,169.50; Mr. Abel seconded. Motion passed unanimously.

February 9, 2021 Vouchers - Mr. Steffens moved to approve the February 9, 2021 vouchers for a total of \$4751.33; Mr. Clark seconded. Motion passed by unanimous vote.

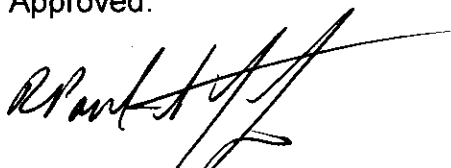
Adjustments – The board unanimously approved the 3rd quarter 2020 adjustments for a total of \$287.79 and the 4th quarter 2020 adjustments for a total of \$213.00.

Delinquent list – Ms. Spannuth conveyed to the board that the balances of \$5.00 or less on accounts have been adjusted to zero. Mr. Proctor stated statutorily, a stormwater board has the authority to waive delinquencies on accounts of \$40 or less. Ms. Spannuth addressed the lien process and asked for direction from the board on what delinquency threshold to use when filing spring liens. Mr. Abel moved the board waive placing a lien on account holders owing \$40.00 or less; Mr. Clark seconded. Motion passed unanimously.

Accounts with credits – Ms. Spannuth stated there is a significant number of accounts with credit balances remaining. She will begin processing refunds beginning within the next month.

Adjourned – Meeting adjourned until March 9, 2021.

Approved:



R. Paul Steffens
Board President

Attest:



Pamela Spannuth
Clerk-Treasurer