

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

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

6:00 – Board President called the meeting to order.

There were no corrections to the February 9, 2021 meeting minutes; minutes were accepted as distributed.

Live Meetings – Mr. Proctor asked if the board would like to resume live meetings. Mr. Steffens stated that if live meetings are to resume, he would prefer to host the meetings at the park building to allow for appropriate social distancing. Following further discussion, the board agreed to resume live meetings in April utilizing the park building to host the meeting.

Status of Birky Drive Project - Mr. Frederickson stated he has been communicating with the Allen County Surveyor's Office regarding the status of accepting the Birky Drive drainage project. The County does not have the budget or resources to do the design work. Mr. Frederickson stated it is possible that if the Utility was willing to pay for the design work, the Surveyor's Office could advance the timing of the project. He feels the Surveyor's Office would bid the project and do the construction oversight if the Stormwater Utility would fund the design and engineering work. Mr. Frederickson sought support from the board for Mr. Proctor and himself to meet with the Surveyor to advance discussions on behalf of the board.

Mr. Proctor displayed an image of the Birky Drive area and pointed out several properties that have active flooding issues and that the property owners are seeking feedback from the Town; they would like to see progress being made towards a solution to the chronic flooding issue. Mr. Proctor stated he would like to get assurances from the County that they would move this project forward if the Utility agrees to fund the engineering. Mr. Frederickson stated when the Surveyor calculates the cost of the project for assessments, they include the soft costs which includes engineering. He stated it is possible that the cost of engineering could be considered as Town's assessment or contribution to the project. An agreement should be established prior to making a decision on funding the engineering portion. Mr. Frederickson stated three to four alternative plans have been given to the County. Mr. Steffens agreed that Mr. Proctor and Mr. Frederickson should meet with the County to advance discussions.

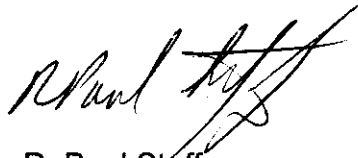
This will be on the next agenda for updates and further consideration.

Financial Reports – Ms. Spannuth distributed the current fund and budget reports. The total fund balance of the utility was reported to be \$313,676.04. She provided an update on past-due account collections and that liens will be filed this week on accounts owing \$40.00 and up. Due to the significant number of accounts with credit balances, refunds will be sent out to residents with credit balances of \$75.00 and up first.

Vouchers - Mr. Steffens moved to approve the March 9, 2021 vouchers for a total of \$1,967.16; Mr. Clark seconded. Motion passed unanimously.

Adjourned – Motion to adjourn passed unanimously; next meeting is scheduled for April 13, 2021 at the Leo-Cedarville Park Pavilion.

Approved:



R. Paul Steffens  
Board President

Attested:



Pamela Spannuth  
Clerk-Treasurer