

Meeting Minutes

Special Meeting of the Tuscarawas Water and Sewer District

Date: April 16, 2026

Time: 9:00 am

Location: 9944 Wilkshire Boulevard NE Bolivar, OH 44612

1. Call to Order

John Kelly, President, called the special meeting of the Board of Trustees of the Tuscarawas Water and Sewer District to order at 9:00 a.m.

2. Roll Call

Trustees present were John Kelly, Tom Gerber, and Travis Hahn.

Also present were:

Mike Jones, Director/Sanitary Engineer - Tuscarawas County Metropolitan Sewer District;

Larry Lindberg, Fiscal Officer, Tuscarawas Water and Sewer District and Tuscarawas County Auditor;

Jane Kneuss, Billing Clerk, Tuscarawas County Metropolitan Sewer District;

Doug Frautschy, Solicitor for the Village of Baltic, appearing on behalf of Crosspointe Church;

Josh Troyer, Crosspointe Church; and

Mark Miller, Crosspointe Church.

3. Approval of Prior Meeting Minutes

A correction to the prior meeting minutes was reviewed and initialed by Trustee Tom Gerber. Following the correction, John Kelly moved to approve the meeting minutes as amended. Travis Hahn seconded the motion. The motion carried by unanimous vote.

4. Public Comments

Josh Troyer and Mark Miller, representing Crosspointe Mennonite Church, appeared before the Board to request permission to construct approximately twenty-two (22)

additional gravel parking spaces near Well No. 6. Mr. Troyer provided maps depicting the proposed parking area.

Mike Jones advised the Board that the property had not yet been transferred to the Tuscarawas Water and Sewer District and remained owned by the Village of Baltic. Mr. Jones inquired whether the Village had approved the proposed use. Doug Frautschy indicated that the Village is agreeable to the proposed use.

Discussion followed regarding potential wellhead protection considerations and the need for additional due diligence, including consultation with the Ohio Environmental Protection Agency. Mr. Frautschy advised that temporary use of the property could be authorized by the Board through motion while the District and Village continued their review of the proposal and determined whether a longer-term agreement would be appropriate.

Tom Gerber moved to authorize temporary use of the property pending completion of due diligence and further review of a potential long-term agreement. Travis Hahn seconded the motion. The motion carried by a unanimous vote.

5. Financial Report

Mike Jones presented the District's financial statements and budget status through the reporting period. Discussion included the District's cost recovery methodology and the ongoing effort to align management fee billings with costs incurred by TCMSD on behalf of the District.

Trustee Travis Hahn inquired whether management had any significant financial concerns. Mr. Jones reported that the District's finances remained stable and that his primary financial concern was the cash position of the County Sewer Fund operated by TCMSD, which remains in a financial recovery phase following several years of inflationary pressure, capital investment, and organizational growth.

No significant financial concerns were identified with either the Regional Water Fund or Regional Sewer Fund.

6. Old Business

6.1 Baltic Wastewater Treatment Plant – Tertiary Treatment Renovation Project

Mike Jones reported on the status of the Baltic Wastewater Treatment Plant Tertiary Filter Renovation Project. The project included replacement of filter media, replacement of control valves, rehabilitation of certain filter

components, and replacement of the underdrain system. During startup activities, it was discovered that operation of the backwash pumps generated sufficient uplift forces to lift portions of the steel filter tank from its concrete foundation. Staff further observed significant corrosion and deterioration of the filter tank, including water leakage through the bottom of the structure.

Based upon these findings, Mr. Jones suspended further startup and implementation activities due to concerns regarding structural integrity and the potential for catastrophic failure of the existing tertiary filters.

Mr. Jones advised the Board that the condition of the tertiary filters raises broader concerns regarding the overall condition of the wastewater treatment plant. While acquisition of the system had anticipated a major rehabilitation project estimated at approximately \$3 million, the newly identified deficiencies suggest that substantial hidden deterioration may exist throughout the facility. As a result, Mr. Jones recommended that the District evaluate construction of a replacement wastewater treatment plant on District-owned property adjacent to and north of the existing facility.

Mr. Jones estimated that a replacement facility could cost between approximately \$4 million and \$6 million. Trustee Travis Hahn emphasized the importance of long-term planning and ensuring that future infrastructure investments provide adequate capacity and flexibility to support future community and economic development opportunities. The Board discussed potential funding opportunities and financing strategies for a replacement facility.

6.2 Land Transfer

Mike Jones reported on the status of corrective property transfers associated with the original transfer of utility assets from the Village of Baltic to the Tuscarawas Water and Sewer District. Mr. Jones explained that certain parcels and property interests that were intended to be transferred to the District under the original transfer agreement had not been conveyed. Following discussions between the Village and District, the Village agreed to complete the necessary corrective actions and to bear the associated surveying and transfer costs.

Mr. Jones reported that the required survey work had been completed and that draft deeds and related transfer documents had been prepared. The documents were undergoing review by Doug Frautschy, solicitor for the

Village of Baltic, and Albers & Albers Co., LPA, special counsel to the County involved in the formation of the District. Upon completion of the legal review, the corrective deeds would be submitted for execution and recording.

6.3 County Costs for District Formation

Mr. Jones reported that additional professional and legal expenses associated with formation of the District were anticipated. The Board discussed reimbursement of costs previously incurred by Tuscarawas County on behalf of the District and agreed that reimbursement would be considered at a future meeting following completion of the remaining formation-related activities.

6.4 Additional Old Business

No additional old business was brought before the Board.

7. New Business

7.1 Congressional Directed Spending (CDS) Funding

Mike Jones provided an update regarding potential Congressional Directed Spending (CDS) funding for the WWTP project indicating that Congressman Troy Balderson intended to include this with his appropriations request. Mr. Jones expressed appreciation to Trustee Tom Gerber for assisting with the funding application process and obtaining letters of support from local businesses and community stakeholders. Mr. Jones noted that the letters demonstrated broad community support for District infrastructure improvements and strengthened the District's funding request.

7.2 Service Truck

Mike Jones recommended the purchase of a service truck to support operation and maintenance activities associated with the District's utility systems. Mr. Jones explained that the vehicle would be titled to Tuscarawas County for insurance and asset management purposes and utilized by County personnel assigned to District operations.

Trustee Travis Hahn recommended obtaining input from the employee who would be operating the vehicle to ensure the vehicle configuration would adequately support operational needs. Mr. Jones reported that quotations had been obtained and would be provided to local dealerships to determine whether equivalent pricing could be obtained through local vendors.

Larry Lindberg, Fiscal Officer, indicated that he had no concerns with the proposed purchase.

Travis Hahn moved to adopt Resolution No. 2026-02 authorizing the purchase of a service truck. Tom Gerber seconded the motion. The resolution was approved by unanimous roll call vote.

7.3 Well No. 6 Rehabilitation

Mike Jones reported that rehabilitation of Well No. 6 had been completed. The project included replacement of the well pump to restore production capacity. Mr. Jones noted that this work was completed as a stand-alone maintenance project and was not associated with the proposed OWDA-funded well rehabilitation and source development project discussed later in the meeting.

7.4 Baltic Well Rehabilitation and Source Development Project

Mike Jones reported that bids were opened on April 15, 2026, for the Baltic Well Rehabilitation and Source Development Project. The project scope included rehabilitation of existing wells and development of additional water supply capacity. Mr. Jones reported that the Engineer's Estimate for the project was approximately \$174,000 and that one bid was received from Moody's of Dayton in the amount of \$182,600. The proposed financing package included an additional five percent contingency allowance.

Mike Jones discussed the need to identify and develop an additional long-term water source for the District. Discussion included exploratory drilling activities and the risks associated with investing in exploration efforts that may not result in a viable water supply source.

Trustee Travis Hahn inquired about the feasibility of obtaining water through regional interconnections with neighboring systems. Discussion followed regarding the relative benefits of regional supply alternatives versus development of an independent water source. The Board expressed support for continuing exploration of additional water supply sources where technically and economically feasible.

Travis Hahn moved to adopt Resolution No. 2026-03 authorizing the District to apply for, accept, and enter into a loan agreement with the Ohio Water Development Authority (OWDA) for the Baltic Well Rehabilitation and

Exploratory Source Development Project. John Kelly seconded the motion. The resolution was approved by unanimous roll call vote.

7.5 Legal Counsel

Mike Jones advised the Board of the need to retain local legal counsel to assist the District with various legal matters, including anticipated financing activities and ongoing operational issues. John Kelly executed a letter of engagement with Stark & Knoll Co., LPA. Discussion followed regarding the firm's qualifications and anticipated role in supporting District activities. Travis Hahn moved to adopt Resolution No. 2026-04 authorizing engagement of Stark & Knoll Co., LPA as legal counsel. Tom Gerber seconded the motion. The resolution was approved by unanimous roll call vote.

8. Operational Updates

8.1 Pleasant Valley Poultry Notice of Violation (NOV)

Mike Jones provided an update regarding ongoing compliance efforts at Pleasant Valley Poultry. During investigation of the sanitary sewer system, District personnel observed excessive accumulation of poultry processing waste within sewer lines serving the facility, requiring high-pressure jet cleaning before closed-circuit television (CCTV) inspection activities could proceed. As a result, a Notice of Violation was issued to the facility.

Mr. Jones reported that Pleasant Valley Poultry had been cooperative in addressing the issue and was working with District staff to identify and implement corrective measures. The District had invoiced the facility for costs associated with cleaning the sewer line; however, collection efforts had been suspended while the facility continued to cooperate with the District's compliance efforts.

District personnel will continue monitoring the collection system and perform dye testing to identify potential sources of clean water entering the sanitary sewer system. Additional corrective actions may be required based upon the results of the ongoing investigation.

9. Board Member Comments/Announcements

Trustee Travis Hahn expressed appreciation to Mike Jones and County staff for their preparation, responsiveness, and efforts to keep the Board informed regarding District operations, projects, and ongoing initiatives.

10. **Executive Session (if needed)**

No executive session was requested or held.

11. **Next Meeting**

The next regular meeting of the Board of Trustees of the Tuscarawas Water and Sewer District is scheduled for July 15, 2026, at 9:00 a.m.

12. **Adjournment**

John Kelly moved to adjourn the meeting at 9:53 a.m. Tom Gerber seconded the motion. The motion carried unanimously.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate record of the proceedings of the Board of Trustees of the Tuscarawas Water and Sewer District conducted on April 16, 2026, as approved by the Board on July 15, 2026.



Secretary, Board of Trustees

4/16/26

Date