

Tuscarawas Water and Sewer District Board of Trustees Meeting Minutes

Date: July 9, 2025

Time: 9:00 AM

Location: 9944 Wilkshire Boulevard NE, Bolivar, OH 44612

1. Call to Order

The meeting was called to order at 9:00 AM.

2. Roll Call

Board Members Present:

- Travis Hahn
- Tom Gerber
- John Kelly

Also Present:

- Larry Lindberg
- Lisa Contini
- Mike Jones
- Jane Kneuss

A quorum was present.

3. Approval of Prior Meeting Minutes

A motion was made by Tom Gerber and seconded by John Kelly to approve the minutes of the previous meeting. The motion passed unanimously.

4. Public Comment

There were no members of the public present.

5. Election of Officers

- **President:** Tom Gerber nominated John Kelly for the position of President. Travis Hahn seconded the nomination. A roll call vote was taken, and the motion passed unanimously.

- **Vice President:** John Kelly nominated Travis Hahn for the position of Vice President. Tom Gerber seconded the nomination. A roll call vote was taken, and the motion passed unanimously.
- **Secretary:** Travis Hahn nominated Tom Gerber for the position of Secretary. John Kelly seconded the nomination. A roll call vote was taken, and the motion passed unanimously.
- **Treasurer:** Fiscal Agent Larry Lindberg agreed to continue serving as Treasurer, subject to confirmation from Albers. John Kelly made a motion to approve, which was seconded by Travis Hahn. A roll call vote was taken, and the motion passed unanimously.

6. Financial Report

The financial report was presented. Travis Hahn inquired if the "uncollected" amount on the report was expected to be collected by the end of the year, which would result in a more favorable year-end balance. Mike Jones confirmed that it would be.

A motion was made by Tom Gerber and seconded by Travis Hahn to approve the financial report. A roll call vote was taken, and the motion passed unanimously.

7. Old Business

- **Baltic Water Meter Replacement:** Phase 1 of the project is complete. The board will review finances for the replacement of the remaining meters next year.
- **Tertiary Filter Renovation Project:** The pre-construction meeting with Stanley Miller Construction was discussed. The official notice to proceed is dated August 15, 2025.
- **Clear Well WTP Renovation:** A potential renovation of the Clear Well Water Treatment Plant within the next 3-5 years was discussed. The Clearwell inspection report was made available.
- **Standpipe Inspection:** The standpipe inspection is scheduled to occur within the next month.

8. New Business

- **Certification of Delinquent Bills:** A motion was made by Travis Hahn and seconded by John Kelly to authorize the Tuscarawas County Sanitary Engineer to certify delinquent water and sewer bills to the County Auditor of the property's location

(Tuscarawas, Holmes, & Coshocton Counties), with the property owner's right to appeal to the Board. A roll call vote was taken, and the motion passed unanimously.

- **Supplemental Appropriation for Fire Hydrant Replacement:** A motion was considered to approve a supplemental appropriation for fire hydrant replacement and to grant the Sanitary Engineer authority for budget amendments up to \$15,000 per instance. Larry Lindberg advised that approval from Albers would be required. The portion of the motion regarding the Sanitary Engineer's authority was struck. A new motion was made by John Kelly and seconded by Travis Hahn to approve the replacement of three hydrants at a cost of \$16,684. A roll call vote was taken, and the motion passed unanimously.
- **Insurance Renewal:** Don Kennedy is assisting Mike Jones with obtaining a quote for the insurance renewal. A motion was made by Tom Gerber and seconded by John Kelly to authorize the President to sign the renewal. A roll call vote was taken, and the motion passed unanimously.
- **Trustee Re-appointment:** It was noted that Trustee Kelly has been re-appointed to the board.
- **Village Property and Easement Agreements:** Mike Jones provided an update on negotiations with the village regarding property transfer and easement agreements. Key points included prohibiting dumping on the property, allowing continued use of the helipad, and consulting with the Fire Department on training activities to ensure water quality is not affected. Albers will review the agreements, and associated legal fees will be invoiced. The board had no objections.

9. Operational Updates

Travis Hahn inquired about lab equipment and staffing and noted his satisfaction with their current state. He also mentioned upcoming meetings with Keim and Pro-Via, and Tom Gerber offered his assistance.

10. Board Member Comments/Announcements

Tom Gerber commented that public feedback on social media has been quiet and that residents seem pleased with recent changes.

11. Executive Session

The board determined that an Executive Session was not needed.

12. Next Meetings

The following dates were proposed and approved for future meetings:

- Tuesday, October 14, 2025
- Wednesday, January 14, 2026
- Wednesday, April 15, 2026
- Wednesday, July 15, 2026

A motion to approve the schedule was made by Travis Hahn and seconded by John Kelly. A roll call vote was taken, and the motion passed unanimously.

13. Adjournment

A motion was made by Tom Gerber and seconded by John Kelly to adjourn the meeting. The motion passed unanimously, and the meeting was adjourned.

Certification

The foregoing is a true and correct copy of the minutes of the meeting of the Tuscarawas Water and Sewer District Board of Trustees held on July 9, 2025, which were approved by the Board of Trustees at their meeting on October 14, 2025.



Tom Gerber, Secretary