MEETING MINUTES
ADVISORY BOARD OF TRUSTEES
FRANKLIN REGIONAL WASTEWATER TREATMENT CORPORATION
GREAT MIAMI WASTEWATER AUTHORITY

May 13, 2026

The Board of Trustees of the Great Miami Wastewater Authority/Franklin Regional Wastewater Treatment Corporation met at 1:30 p.m. on Wednesday May 13, 2026 at the Franklin City Administration Building.

The meeting was called to order at 1:34 with the following members present:

Mr. Sonny Lewis
Mr. Chris Brausch
Mr. Rick Dixon

Also present: Ms. Cheryl Shields, Administrator
Ms. Shannon Martin, Bricker Graydon
Mr. Daniel Knecht, Warren County
Mr. Dinesh Palaniswamy, Warren County
Mr. Jonathan Westendorf, City of Franklin

A motion was made by Mr. Lewis to approve the April minutes as written. The motion was seconded by Mr. Dixon. Upon call of the roll, the motion passed as follows:

Aye:	Nay:	Abstain:
3	0	0

Ms. Martin Administered Oaths of Office to the Officers present at the meeting – Mr. Lewis as Chairman, Mr. Brausch as Vice Chairman and Mr. Dixon as President. Ms. Martin also presented the following Resolutions for adoption by the Advisory Board of the Great Miami Wastewater Authority:

Resolution 2026-01 – Authority Bylaws
Resolution 2026-02 – Officer Elections and Appointments
Resolution 2026-03 – Authority Public Records
Resolution 2026-04 – Virtual Meeting Policy
Resolution 2026-06 – Authority Procurement Policy. This will be modified to reflect the occasional use of the Warren County when warranted.
Resolution 2026-07 – Cybersecurity Policy
Resolution 2026-08 – Insurance
Resolution 2026-09 – Authority General Counsel – Bricker, Graydon, Wyatt LLP

The Board discussed where to display public notices and the Public Records Policy. The Public Records Policy will be displayed on the City of Franklin Website and at the Wastewater Plant. Ms. Martin provided a Public Records Request Form and Tracker.

Plant Operations update included several Resolutions:

Resolution 26-0014 - Purchase of Monitoring Cameras for plant security
Resolution 26-0015 - Intent to Award Bid to Building Crafts for the Aeration Basin Diffuser Replacement Project.
Resolution 26-0016 - Enter into contract with Mike Farm Enterprises for Land Application of Biosolids
Resolution 26-0017 - Request for Qualifications for Engineering Service for Biosolids and Secondary Clarifier Improvement Project
Resolution 26-0019 - Rejection of Submitted bid for Hauling and Landfill Disposal of Biosolids
Resolution 26-0020 - Advertise for Hauling of Biosolids
Resolution 26-0021 - Advertise for Landfill Disposal of Biosolids
Resolution 26-0022 - Accept Aspen Rental Bid
Resolution26-0023 - Enter into Contract with Aspen Rental

Ms. Shields presented the Budget Summary and Finance Statement.

Mr. Westendorf informed the Board that the City of Franklin Council has approved to Act as Fiscal Agent for the Authority. The City requests an annual stipend of $125,000 per year to cover the cost of software and personnel. A motion was made by Mr. Lewis to move forward with the City. The motion was seconded by Mr. Dixon. Upon call of the roll, the motion passed as follows:

Aye:	Nay:	Abstain:
3	0	0

Ms. Shields will have Counsel draft an agreement to be presented to City Council at their next meeting.

Ms. Shields presented a draft Letter of Intent and Power Purchase Agreement with Solar Power and Light for a solar array at the Franklin Regional Wastewater Plant. Mr. Lewis made a motion to not proceed at this point. The motion was seconded by Mr. Brausch. Upon call of the roll, the motion passed as follows:

Aye:	Nay:	Abstain:
3	0	0

Ms. Shields presented 2 resumes for the General Manager position – Mr. Austin Hutchinson and Mr. Samuel Brown. The Board agreed that Mr. Brausch, Mr. Lewis and Ms. Shields should meet and interview Mr. Hutchinson. Ms. Shields will schedule a meeting for Tuesday May 26th at Calypso Café in Franklin.

A motion was made by Mr. Brausch and seconded by Mr. Dixon to adjourn the meeting at 4:03 pm. The vote was unanimous. The next meeting is scheduled for Monday June 15, 2026 at 1:30 pm at City of Franklin Administration Building.

Respectfully submitted,



Cheryl L. Shields, Administrator