

**SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT  
P.O. BOX 215, ETNA, OH 43018**

**BOARD MEETING MINUTES  
JUNE 25, 2020**

**1. OPENING**

The June 25, 2020 Regular Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 4:00p.m. Mr. Kretzmann, Mr. Platte and Mr. Hagy were present at roll call. Also present were Josephine Carrelli and CJ Gilcher. The meeting was live streamed for public viewing.

**2. ADOPTION OF AGENDA**

Mr. Kretzmann made a motion, second by Mr. Platte, to approve the agenda as presented. Upon roll call vote, all voted aye. Motion carried. Agenda adopted.

**3. APPROVAL OF MINUTES**

Mr. Platte made a motion, second by Mr. Kretzmann to approve the minutes of the Regular Board Meeting of June 11, 2020 as presented. Upon roll call vote, all voted aye. Motion Carried.

Mr. Kretzmann made a motion, second by Mr. Platte to approve the minutes of the Special Board Meeting of June 12, 2020 as presented. Upon roll call vote, all voted aye. Motion Carried.

**4. PAYMENT OF BILLS**

Mr. Kretzmann moved to approve payment of the bills as presented. Mr. Hagy seconded. Upon roll call vote, all aye. Motion carried.

**5. COMMUNICATIONS**

There were no communications,

**6. GENERAL MANAGER'S REPORT**

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69 Zellers Lane Pataskala, Ohio 43062  
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**WTC CONCENTRATE FORCE MAIN PROJECT:**

Mr. Gilcher stated the main has been hydrostatically tested and passed. They are working on reclaim work now. The electrical contractor will be hooking up the flow meters in the next few weeks and the line will be able to go into service at that time.

**COVID 19 UPDATE:**

Mr. Gilcher stated the plastic barriers for the front office did come in. We also received hand sanitizer and no contact thermometers. He stated July 6 is still the date for all staff to return to their regular schedules. The office will open to the public the following week on July 13 to give office staff time to acclimate to the changes and complete some required training.

**HOLLOW ROAD PHASES 1 & 2 PROJECT UPDATE:**

Mr. Gilcher stated that both phases plans have been approved by the Ohio EPA. He stated he has started sending out right of way requests to Harrison Township, St. Albans Township, ODOT, Licking County and City of Pataskala. He will also be sending them to Jersey Township so they are aware of what is going on. The booster station plans for this project were submitted to the EPA for review earlier this week. This process normally takes around a month and then the District can move forward with bidding the project.

Mr. Gilcher stated he is still working on one easement for the Phase 2 project. There is an extension going down Morse Rd about 2,900 feet. There are two property owners for the commercial property, but they are a Partnership in the business.

Mr. Gilcher offered one tap fee in exchange for the easement per general practice. The attorney representing the property owners is requesting 2 tap fees will be provided for the easement. Mr. Gilcher recommended the District stick with the one tap as they have done in the past. The total acreage needed for this easement is less than ½ acre and he feels the one tap provided is more than fair. The Board agrees that one tap be offered for the easement.

**RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT-SCHUSTER WAY EAST PROJECT:**

Mr. Gilcher presented a resolution for the Board's consideration and approval:

**RESOLUTION:**

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Mr. Platte made a motion, second by Mr. Hagy.

**R 2020-059**

**RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH ETNA PARK 70 EAST, LLC., FOR THE SCHUSTER WAY EAST PROJECT;**

**THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THIS BOARD OF TRUSTEES, AND THAT ALL DELIBERATIONS OF THIS BOARD OF TRUSTEES AND OF ANY OF ITS COMMITTEES RESULTING IN SUCH FORMAL ACTION, WERE IN MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2020-059 WAS APPROVED.**

**7. OFFICE MANAGER'S REPORT**

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

**RESOLUTION**

Mr. Kretzmann made a motion, second by Mr. Hagy.

**R 2020-060**

**RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR;**

**THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THIS BOARD OF TRUSTEES, AND THAT ALL DELIBERATIONS OF THIS BOARD OF TRUSTEES AND OF ANY OF ITS COMMITTEES RESULTING IN SUCH FORMAL ACTION, WERE IN MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2020-060 WAS APPROVED.**

Mrs. Carrelli stated there were 107 tags left on Monday. 52 of those were new accounts from June. 13 were from March 20 from April and 22 from May. The order prohibiting shut offs for nonpayment is being terminated as of July 10. She stated

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notices would be sent in July and the office would start communicating to customers that shut offs will resume in August.

**8. ATTORNEY'S REPORT**

Mr. Albers was not present at this meeting.

**9. EXECUTIVE SESSION**

There was no executive session at this meeting.

**10. TRUSTEES' COMMENTS**

There was some additional conversation regarding the extension down Morse Rd between Mr. Hagy, Mr. Platte and Mr. Gilcher.

Mr. Platte stated that Johnstown had some interest in extending services outside of their limits and are looking at entering into the 310/161 area where the District has an agreement with the County. He asked that Mr. Gilcher work with Mr. Albers to draft a letter to send to Johnstown to notify them that the District has already started with engineer and design studies and fully intend to serve that area.

Mr. Platte stated he was contacted by the attorney that is representing the District in the lawsuit with Mr. Carlisle and he asked Mr. Platte to share with the Board that they are aware of the suit and are taking action to respond. They may be requesting a G3 Executive session for the next meeting.

Mr. Platte made a motion, second by Mr. Kretzmann to direct the Isaac Wiles Law Firm to seek a counterclaim with the court to recover all expenses the District has incurred so far, similar to the letter sent by Taft Law Firm but to include additional expenses to this point.

Upon roll call vote, Mr. Hagy voted no. Mr. Platte and Mr. Kretzmann voted yes. Motion carried.

Mr. Platte also stated the Isaac Wiles Firm may need a privilege waiver from Mr. Albers, like the one signed for the Taft Law Firm, to be able to speak with him in relation to the lawsuit filed.

Mr. Platte asked Mr. Gilcher about a vacant lot just south of the District office that something was started to be built on but now seems to be abandoned. Mr. Gilcher

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stated that lot was being used to construct a home for the developmentally disabled. This was going to be a group home type of setting. Mr. Gilcher stated he believes there was some ground water issues on the property and the project is not moving forward. He stated they did a pay a tap fee and that has been refunded to them.

**11. ADJOURNMENT**

Mr. Kretzmann made a motion, second by Mr. Platte that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 4:25 p.m.

ATTEST:

  
CHARLES HAGY, SECRETARY

SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

BOARD MEETING

June 25, 2020 4:00pm (Streamed online for public viewing)

**SIGN BELOW:**

**NAME**

**ADDRESS**

**PHONE**

**SWLCWSD  
OFFICE REPORT  
06/25/20**

1) Connection Fees Collected

	2018	2019	1st Qtr. 2020	2nd Qtr. 2020	3rd Qtr. 2020	4th Qtr. 2020	Total 2020
Water	\$875,871.45	\$1,475,649.52	\$253,173.97	\$350,140.16	\$0.00	\$0.00	\$603,314.13
Sewer	\$946,372.18	\$1,320,917.88	\$150,738.00	\$279,937.38	\$0.00	\$0.00	\$430,675.38
<b>Total</b>	<b>\$1,822,243.63</b>	<b>\$2,796,567.40</b>	<b>\$403,911.97</b>	<b>\$630,077.54</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,033,989.51</b>

2) Billing Charges

	2018	2019	1st Qtr 2020	2nd Qtr. 2020	3rd Qtr. 2020	4th Qtr. 2020	Total 2020
Water	\$2,688,381.03	\$2,723,072.58	\$648,839.33	\$439,573.08	\$0.00	\$0.00	\$1,088,412.41
Sewer	\$5,996,518.12	\$6,085,751.09	\$1,489,128.68	\$1,003,977.66	\$0.00	\$0.00	\$2,493,106.34
<b>Total</b>	<b>\$8,684,899.15</b>	<b>\$8,808,823.67</b>	<b>\$2,137,968.01</b>	<b>\$1,443,550.74</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,581,518.75</b>

3) Capacity Fees

	2018	2019	1st Qtr. 2020	2nd Qtr. 2020	3rd Qtr. 2020	4th Qtr. 2020	Total 2020
Water	\$40,310.00	\$99,555.30	\$66,165.00	\$25,020.00	\$0.00	\$0.00	\$91,185.00
Sewer	\$73,670.00	\$109,980.30	\$77,145.00	\$25,020.00	\$0.00	\$0.00	\$102,165.00
<b>Total</b>	<b>\$113,980.00</b>	<b>\$209,535.60</b>	<b>\$143,310.00</b>	<b>\$50,040.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$193,350.00</b>

4) Assessment Revenue

	2018	2019	2020	Total 2020
1st Half	\$744,583.96	\$695,562.52	\$472,378.86	\$472,378.86
2nd Half	\$655,144.64	\$547,574.19	\$0.00	\$0.00
<b>Total</b>	<b>\$1,399,728.60</b>	<b>\$1,243,136.71</b>	<b>\$472,378.86</b>	<b>\$472,378.86</b>

Cash in Bank	As of 06/22/20	As of 06/21/19
	\$15,048,345.64	\$13,501,372.00
*Does not allow for future expenses		
Loan Payment Due 01/01/21	\$3,200,000.00	\$3,200,000.00
<b>Balance Available</b>	<b>\$11,848,345.64</b>	<b>\$10,301,372.00</b>