

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

**BOARD MEETING MINUTES  
December 31, 2020**

**1. OPENING**

The December 31, 2020 Regular Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 4:00p.m. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Kretzmann, Mr. Platte, and Mr. Stepp were present at roll call. Also present were Josephine Carrelli and CJ Gilcher. The meeting was live streamed for public viewing. Mr. Stepp, Mr. Platte and Mr. Gilcher attended the meeting virtually.

**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. Kretzmann made a motion, second by Mr. Platte to approve the minutes of the Regular Board Meeting of December 10, 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. Platte seconded. Upon roll call vote, all voted aye. Motion carried.

**5. COMMUNICATIONS**

There were no communications.

**6. GENERAL MANAGER'S REPORT**

**RESOLUTION TO APPROVE MICHAEL SHANK RACING DEVELOPMENT AGREEMENT:**

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. Stepp.

**R 2020-111**

1. **RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH MICHAEL SHANK RACING, FOR THE MICHAEL SHANK RACING PROJECT;**
2. **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. 2020-111 WAS APPROVED.**

**RESOLUTION TO APPROVE ELLINGTON VILLAGE SECTION 6 USE & HOOK UP:**

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

**RESOLUTION:**

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

**R 2020-112**

**WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH DR HORTON-INDIANA, LLC, DBA. WESTPORT HOMES FOR ELLINGTON VILLAGE, SECTION 6, WATER AND SANITARY SEWER ON MARCH 26, 2020; AND**

**WHEREAS: DR HORTON-INDIANA, LLC, DBA. WESTPORT HOMES HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND**

**THE BOARD OF TRUSTEES APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN ELLINGTON VILLAGE, SECTION 6; AND**

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**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. 2020-112 WAS APPROVED.**

**RESOLUTION TO APPROVE ELLINGTON VILLAGE SECTION 7 PART 1 USE & HOOK UP:**

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

**RESOLUTION:**

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

**R 2020-113**

**WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH DR HORTON-INDIANA, LLC, DBA. WESTPORT HOMES FOR ELLINGTON VILLAGE, SECTION 7, PART 1 WATER AND SANITARY SEWER ON JUNE 11, 2020; AND**

**WHEREAS: DR HORTON-INDIANA, LLC, DBA. WESTPORT HOMES HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND**

**THE BOARD OF TRUSTEES APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN ELLINGTON VILLAGE, SECTION 7, PART 1; AND**

**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. 2020-113 WAS APPROVED.**

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**RESOLUTION TO APPROVE ELLINGTON VILLAGE SECTION 7 PART 2  
USE & HOOK UP:**

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

**RESOLUTION:**

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

**R 2020-114**

**WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH DR HORTON-INDIANA, LLC, DBA. WESTPORT HOMES FOR ELLINGTON VILLAGE, SECTION 7, PART 2 WATER AND SANITARY SEWER ON JUNE 11, 2020; AND**

**WHEREAS: DR HORTON-INDIANA, LLC, DBA. WESTPORT HOMES HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND**

**THE BOARD OF TRUSTEES APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN ELLINGTON VILLAGE, SECTION 7, PART 2; AND**

**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. 2020-114 WAS APPROVED.**

**7. OFFICE MANAGER'S REPORT**

**RESOLUTION TO CERTIFY DELINQUENTS TO THE LCA:**

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

**RESOLUTION:**

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

**R 2020-115**

**RESOLUTION TO CERTIFY TO THE LICKING COUNTY AUDITOR DELINQUENT CHARGES FOR SERVICE.**

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

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2020-115 WAS APPROVED.**

**RESOLUTION TO REMOVE DEFERRED ASSESSMENT AND FILE AN UPDATED AFFIDAVIT OF FACT:**

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

**RESOLUTION:**

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

**R 2020-116**

***BE IT RESOLVED*** by the Board of Trustees as follows:

1. That the Board hereby removed the deferred water assessment, as it has been paid in full, as to the following property:

Parcel # 010-017616-00.000	Project#8008	\$3,237.23
	Interest	\$5,762.74
	Project#8017	\$2,823.37
	Interest	\$4,774.50
	Total	\$16,597.84, check# 83099

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2. That the Board hereby authorizes Albers & Albers to record an updated affidavit of fact with the Licking County Recorder's Office indicating that the assessment has been paid in full.
3. It is found and determined that all formal actions of this Board concerning and relating to the passage of this ordinance were passed in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2020-116  
WAS APPROVED.**

Mrs. Carrelli 17 customers has their service terminated on 12/30 and only one remains off at the time of the meeting.

Mrs. Carrelli stated there were forms that needed to be signed by Mr. Platte and Mr. Stepp to authorize Mr. Stepp as a signer on the District account. They will both stop in the office next week to sign the necessary paperwork.

Mrs. Carrelli stated the District received another dividend check from the BWC. This is the third one this year and the amount of this one was \$52,420.02.

**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**

Mr. Platte stated he was contacted by Robert O'Neil regarding the property at the Etna Corporate Park. He said he has nothing to report to the board at this time but wanted to let everyone know he would be having further conversations with him and will bring any issues to the Board.

Mr. Platte also stated that John Malachi from the BIA reached out to him and he and Mr. Gilcher will be meeting with him to discuss the processes of the District.

Mr. Stepp stated he appreciated the ability to join the meeting remotely.

Mr. Kretzmann stated he had a conversation with Mr. Gilcher regarding the covid testing the City of Pataskala is doing. Mr. Gilcher said the City was selected to

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participate by the State of Ohio. The District was not chosen to participate in the testing.

Mr. Stepp made a motion, second by Mr. Platte, to schedule the 2021 organizational meeting for January 14, 2021 at 4:00pm. Upon roll call vote all voted aye. Motion carried.

**11. ADJOURNMENT**

Mr. Platte made a motion, second by Mr. Stepp that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 4:19 p.m.

**ATTEST:**



**TRENT STEPP, SECRETARY**

**SWLCWSD  
OFFICE REPORT  
12/31/20**

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	\$550,117.00	\$589,059.59	\$1,742,490.72
Sewer	\$946,372.18	\$1,320,917.88	\$150,738.00	\$279,937.38	\$504,530.00	\$408,730.61	\$1,343,935.99
<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>\$1,054,647.00</b>	<b>\$997,790.20</b>	<b>\$3,086,426.71</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	\$694,813.17	\$774,823.78	\$457,840.85	\$2,576,317.13
Sewer	\$5,996,518.12	\$6,085,751.09	\$1,489,128.68	\$1,561,567.15	\$1,663,541.94	\$1,028,446.88	\$5,742,684.65
<b>Total</b>	<b>\$8,684,899.15</b>	<b>\$8,808,823.67</b>	<b>\$2,137,968.01</b>	<b>\$2,256,380.32</b>	<b>\$2,438,365.72</b>	<b>\$1,486,287.73</b>	<b>\$8,319,001.78</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	\$25,715.00	\$68,457.50	\$185,357.50
Sewer	\$73,670.00	\$109,980.30	\$77,145.00	\$25,020.00	\$25,715.00	\$68,457.50	\$196,337.50
<b>Total</b>	<b>\$113,980.00</b>	<b>\$209,535.60</b>	<b>\$143,310.00</b>	<b>\$50,040.00</b>	<b>\$51,430.00</b>	<b>\$136,915.00</b>	<b>\$381,695.00</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	\$370,687.93	\$370,687.93
<b>Total</b>	<b>\$1,399,728.60</b>	<b>\$1,243,136.71</b>	<b>\$843,066.79</b>	<b>\$843,066.79</b>

Cash in Bank	As of 12/29/20	As of 12/28/19
	\$17,770,735.32	\$14,815,269.34
*Does not allow for future expenses		
Loan Payment Due 07/01/21	\$3,000,000.00	\$3,200,000.00
<b>Balance Available</b>	<b>\$14,770,735.32</b>	<b>\$11,615,269.34</b>



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740-927-0410

BOARD MEETING

December 31, 2020 4:00pm (Streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE