

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

(740) 927-0410

BOARD MEETING MINUTES

August 9, 2016

1. OPENING

The August 9, 2016 meeting of the Board of Trustees of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 1:00 pm. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Kretzmann, Mr. Meade and Mr. Carlisle were present at roll call. Also present were Leo Conkel, CJ Gilcher, Rhonda Loomis and Bobbie O'Keefe. No members of the public were present.

2. ADOPTION OF AGENDA

Mr. Kretzmann made a Motion to approve the Agenda; Mr. Carlisle seconded. Vote, all aye. Agenda adopted.

3. APPROVAL OF MINUTES

Mr. Kretzmann made a Motion to approve the Minutes of the July 26, 2016 meeting. Mr. Meade seconded. Mr. Kretzmann asked that the topic of the resolution be specified the next time there is an agenda item stating that a resolution already passed is being circulated to the board for signature. Mr. Carlisle stated that he had made a comment at the last meeting about the inspector for the Taylor Road project doing an extremely good job, but that the comment was not included in the minutes. The comment was that Jeff Wagner handled the inspection very well and worked effectively with ODOT and the contractors to deal with the problems at the construction site. Thereafter, Mr. Kretzmann called for the vote on the approval of the Minutes. All voted aye. The Minutes were approved.

4. PAYMENT OF BILLS

Mr. Kretzmann made a Motion, which was seconded by Mr. Carlisle, to pay the bills as presented. Vote, all aye. Motion was approved.

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5. **COMMUNICATIONS**

None.

6. **PUBLIC COMMENTS**

None.

7. **GENERAL MANAGER'S REPORT**

a. Discussion of Cost Sharing Agreement/Booster Preserve @ Haaf Farms: Mr. Conkel stated that there has been a dispute with the developer, Homewood Corporation, and its design engineer regarding the operation of the Emergency Booster Station being installed at the Preserve at Haaf Farms. Mr. Conkel further stated that the developer, the design engineer and he resolved the dispute by agreeing to each pay one-third of the cost of the upgrade of the booster station up to a total combined contribution of \$25,895.00, with the District's total contribution to be \$8,631.66. Ms. O'Keefe stated that she would prepare an enforceable agreement for Mr. Conkel to present to the other parties. Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to adopt Resolution No. 2016-043 to approve the expenditure of \$8,631.66 to be paid toward the total cost of \$25,895 for the construction of the Emergency Booster Station at the Preserve at Haaf Farms once the District's attorney has prepared the necessary agreement and the other parties to the agreement have approved it. Upon roll call vote, all voted aye. Resolution No. 2016-043 was approved.

b. Resolution for Use and Hook Up at the Preserve at Haaf Farms: Mr. Conkel presented a resolution to approve the infrastructure at the Preserve at Haaf Farms for Use and Hook Up. Mr. Carlisle moved to table the resolution pending the outcome of the agreement on the cost sharing as previously discussed. Mr. Kretzmann seconded the motion. Upon motion vote, all voted aye. The resolution was tabled.

c. Credit Card: Mr. Conkel reported that Ms. Killen found another source for a credit card with a higher limit, which is Chase Bank. She is obtaining more information.

d. Etna Township: Mr. Conkel stated that he attended the Etna Township CIC meeting and that there is a lot happening there.

e. Summit Road Water Line Grant Funds: Mr. Conkel informed the board that in order for the District to receive WSRLA grant funds through the Ohio EPA, the board members are required to take a Utility Management class and a Financial Management class through the Ohio RCAP group. He distributed information to the board on how to register for the classes, which are taken online. He requested that the board complete the classes by the last October

board meeting if possible. His goal is to push the process in order to get the water treatment plant, Summit water storage tank, and the Summit Road water line all moving and under construction as soon as possible.

8. OFFICE MANAGER'S REPORT:

a. Residential Fee/Rate Comparison Chart: Ms. Loomis distributed a comparison of fees and rates for various utilities for 2015, which she compiled at the request of the board.

9. ATTORNEY'S REPORT

None.

10. EXECUTIVE SESSION:

Mr. Carlisle made a Motion to go into executive session to discuss pending litigation and acquisition of real estate. Mr. Kretzmann seconded. Upon roll call vote, all board members voted aye. The Board went into executive session at 1:21 pm.

Mr. Carlisle made a Motion to come out of executive session. Mr. Kretzmann seconded. Upon roll call vote, all board members voted aye. The board came out of executive session at 1:38 pm.

After Executive Session, Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to direct the General Manager to negotiate potential lease agreements on two parcels of property as possible water sources and to report back to the board. Upon call for the vote, all voted aye. The Motion was approved.

11. ADDITIONAL PUBLIC COMMENTS:


None.

12. TRUSTEE COMMENTS

13. ADJOURNMENT

Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to adjourn. The meeting was adjourned at 1:38 pm.

ATTEST:



John Carlisle, Board Secretary