

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

**BOARD MEETING MINUTES
JANUARY 9, 2018**

1. OPENING

The January 9, 2018 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Carlisle at 1:00p.m. The Pledge of Allegiance was led by Mr. Carlisle. Mr. Kretzmann, Mr. Fox, and Mr. Carlisle were present at roll call. Also present were Lee Conkel and Kathy Killen, and those members of the public who signed the January 9, 2018 sign-in sheet.

2. ADOPTION OF AGENDA

Mr. Kretzmann made a motion, second by Mr. Fox, to approve the Agenda as presented. Vote, all aye. Motion carried. Agenda adopted.

3. ELECTION OF OFFICERS

Mrs. Killen declared that all offices of the Southwest Licking Community Water and Sewer District were vacant pursuant to the District's By-Laws and that nominations for the President, Vice-President, Secretary, and Treasurer of the Board for the 2018 calendar year were necessary at this time.

Mrs. Killen asked for a nomination for President. Mr. Fox moved to nominate and elect Mr. Carlisle for President. Mr. Kretzmann seconded the Motion. Mr. Fox moved to close the nomination for President. Mr. Kretzmann seconded the Motion. Upon call of the roll for the Motion to close the nomination for President, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Upon call of the roll for the nomination for President, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Resolution No. 2018-001 to nominate and elect Mr. Carlisle as President was approved.

Mrs. Killen asked for a nomination for Vice-President. Mr. Carlisle moved to nominate and elect Mr. Fox for Vice-President. Mr. Kretzmann seconded the Motion. Mr. Kretzmann moved to close the nomination for Vice-President. Mr. Fox seconded the Motion. Upon call of the roll for the Motion to close the nomination for Vice-President, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Upon call of the roll for the nomination for Vice-President, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Resolution No. 2018-002 to nominate and elect Mr. Fox as Vice-President was approved.

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Mrs. Killen asked for a nomination for Secretary. Mr. Carlisle moved to nominate and elect Mr. Kretzmann for Secretary. Mr. Fox seconded the Motion. Mr. Kretzmann moved to close the nomination for Secretary. Mr. Fox seconded the Motion. Upon call of the roll for the Motion to close the nomination for Secretary, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Upon call of the roll for the nomination for Secretary, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Resolution No. 2018-003 to nominate and elect Mr. Kretzmann as Secretary was approved.

Mrs. Killen asked for a nomination for Treasurer. Mr. Carlisle moved to nominate and elect Mr. Fox for Treasurer. Mr. Kretzmann seconded the Motion. Mr. Fox moved to close the nomination for Treasurer. Mr. Kretzmann seconded the Motion. Upon call of the roll for the Motion to close the nomination for Treasurer, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Upon call of the roll for the nomination of Treasurer, Mr. Kretzmann voted aye, Mr. Fox voted aye, and Mr. Carlisle voted aye. Resolution No. 2018-004 to nominate and elect Mr. Fox as Treasurer was approved.

4. APPROVAL OF MINUTES

Mr. Kretzmann made a motion, second by Mr. Fox to approve the minutes of the Board meeting of December 28, 2017. Vote, all aye. Motion carried.

5. PAYMENT OF BILLS

Mr. Carlisle moved to approve payment of the bills as presented. Mr. Kretzmann seconded. Vote, all aye. Motion carried.

6. COMMUNICATIONS

There were no communications items to report at this time.

7. PUBLIC COMMENTS

There were no public comments at this time.

8. MEETING SCHEDULE FOR 2018

Mr. Carlisle stated that he would prefer to move the meeting times from 1:00 p.m. to 3:00 p.m. The Board agreed with this schedule.

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Mr. Carlisle made a motion, which was seconded by Mr. Fox, that the meeting time will be moved to 3:00 p.m. and that the December 25th meeting would be changed to December 27th. The meeting schedule for 2018 will be the 2nd Tuesday and the last Tuesday of each month at 3:00 p.m., with the exception of the last meeting in December being changed from December 25th to December 27th at 3:00 p.m. Upon call of the vote, all voted aye. The motion was approved.

9. GENERAL MANAGER'S REPORT

WATER TREATMENT PLANT UPDATE:

Mr. Conkel stated that they continued with concrete pours after the holiday break. He stated that they didn't get a lot done last week due to the temperatures being so low. He stated that they are having to heat and tent to continue with the concrete pouring operations. Mr. Conkel showed the Board pictures of this. He stated that they are also performing a path study for radio communications and are also in the process of selecting colors for the structure.

SUMMIT TANK UPDATE:

Mr. Conkel stated that Caldwell Tanks continued welding the tank. It should be lifted into place in the next two weeks.

KARR SITE DRILLING/GEOTECH OVERSITE:

Mr. Conkel stated that they will drill our site out by National Trails. He stated there have been studies done over the years that haven't really given the District good information yet to see if this site is feasible. Mr. Conkel stated that the approximate cost will be between \$15,000 and \$20,000. He stated that the District should know something in the next two or three weeks.

APPROPRIATION RESOLUTIONS:

Mrs. Killen presented two resolutions for the Board's consideration and approval:

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RESOLUTION:

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

R 2018-005 RESOLUTION TO APPROVE AND PROVIDE FOR THE CURRENT EXPENSE AND OTHER EXPENDITURES OF THE BOARD FOR FISCAL YEAR ENDING DECEMBER 31, 2018, AND THAT THE FOLLOWING SUMS BE AND THE SAME ARE HEREBY SET ASIDE AND APPROPRIATED FOR THE SEVERAL PURPOSES FOR WHICH EXPENDITURES ARE TO BE MADE FOR AND DURING SAID FISCAL YEAR, AS FOLLOWS, AND THERE BE APPROPRIATED FROM THE ENTERPRISE FUND FOR THE FOLLOWING EXPENSES:

OPERATING	\$ 1,833,919.83
COLLECTIONS	\$ 862,410.50
CONSTRUCTION	\$ 321,862.75
ADMINISTRATIVE	\$ 918,396.72
DEBT PAYMENT	\$ 6,636,374.00
CAPITAL EXPENSE	\$ 300,000.00

TOTAL APPROPRIATIONS \$10,872,963.80

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-005 WAS APPROVED.

RESOLUTION:

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

R 2018-006 RESOLUTION TO APPROPRIATE \$3,900,000.00 FOR DEPRECIATION EXPENSE FOR THE FISCAL YEAR 2018 AND IN ACCORDANCE WITH THE AUDITOR'S RECOMMENDATION FOR COMPLIANCE WITH ANNUAL DEPRECIATION.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-006 WAS APPROVED.

10. OFFICE MANAGER'S REPORT

Mrs. Carrelli was absent from this meeting.

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11. ATTORNEY'S REPORT

Mr. Albers was not present at this meeting.

12. EXECUTIVE SESSION

There was no need for executive session.

13. TRUSTEES' COMMENTS

Mr. Fox stated that he will be attending the City of Pataskala Council meeting and will be on the agenda to discuss some hi-lights from the District this past year and to show them some pictures of the new construction of the Water Treatment Plant. He stated that he has invited Mr. Conkel to attend if he'd like to and told the Board members that they were welcome to attend also.

Mr. Kretzmann inquired about the safety meeting attendance and if someone could attend in Mrs. Carrelli absence. Mrs. Killen stated that, yes, anyone could attend.

14. ADJOURNMENT

Mr. Fox made a motion, second by Mr. Kretzmann that the meeting would be adjourned. Vote, all aye. The meeting was adjourned at 1:17 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

January 9, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE