

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

**BOARD MEETING MINUTES
JANUARY 10, 2017**

1. OPENING

The January 10, 2017 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 1:00p.m. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, CJ Gilcher, Rhonda Loomis, and Kathy Killen, and those members of the public who signed the January 10, 2017 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. Loomis 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 2017 calendar year were necessary at this time.

Mrs. Loomis asked for a nomination for President. Mr. Fox moved to nominate and elect Mr. Carlisle for President. Mr. Carlisle seconded the Motion. Upon call of the roll, Mr. Carlisle voted aye, Mr. Fox voted aye, and Mr. Kretzmann abstained. Resolution No. 2017-001 to nominate and elect Mr. Carlisle as President was approved.

Mrs. Loomis asked for a nomination for Vice-President. Mr. Carlisle moved to nominate and elect Mr. Fox for Vice-President. Mr. Fox seconded the Motion. Upon call of the roll, Mr. Carlisle voted aye, Mr. Fox voted aye, and Mr. Kretzmann abstained. Resolution No. 2017-002 to nominate and elect Mr. Fox as Vice-President was approved.

Mrs. Loomis asked for a nomination for Secretary. Mr. Carlisle moved to nominate and elect Mr. Kretzmann for Secretary. Mr. Fox seconded the Motion. Upon call of the roll, Mr. Carlisle voted aye, Mr. Fox voted aye, and Mr. Kretzmann abstained. Resolution No. 2017-003 to nominate and elect Mr. Kretzmann as Secretary was approved.

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Mrs. Loomis asked for a nomination for Treasurer. Mr. Carlisle moved to nominate and elect Mr. Kretzmann for Treasurer. There was no second to the Motion. Motion died for lack of a second.

Mrs. Loomis asked for a nomination for Treasurer. Mr. Carlisle moved to nominate and elect Mr. Fox for Treasurer. Mr. Fox seconded the Motion. Upon call of the roll, Mr. Carlisle voted aye, Mr. Fox voted aye, and Mr. Kretzmann abstained. Resolution No. 2017-004 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 27, 2016. Vote, all aye. Motion carried.

5. PAYMENT OF BILLS

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

6. COMMUNICATIONS

There were no communications items to report at this time.

7. PUBLIC COMMENTS

Mr. Robinson stated that he is from Alexandria. He stated that he does not represent the government in Alexandria, but he used to at one time. He stated that he once represented the Village of Alexandria as the zoning inspector, council member, and for a short time was the mayor. He stated that back in 2012, the District approached the Village of Alexandria about taking control of their water and sewer system. Mr. Robinson stated that after being bounced around for several years nothing ever came of it. Mr. Robinson stated that he has a petition with signatures. He stated that he would like to see the District take over the water and wastewater system at some point in time. Mr. Fox asked for a point of order. Mr. Fox asked if the public comment sections are an open discussion between the Board and the public. Mr. Carlisle stated that yes because Mr. Robinson requested public comments. Mr. Fox stated that Mr. Robinson could certainly speak, but he would like to ask for no discussion by the Board until legal counsel is present. Mr. Robinson presented copies of financial documentation to the Board that he retrieved from the State Auditor regarding the Village of Alexandria. Mr. Robinson stated that he is looking for confirmation from the Board that the District would be ready and willing to take over the Village of Alexandria's water and wastewater system. Mr. Kretzmann stated that the District approached the Village of Alexandria when the county awarded the

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District the territory, but negotiations broke down and there was no indication from the council members at that time from the Village of Alexandria that they wanted to pursue a joint venture. Mr. Kretzmann stated that obviously if the government entity wants to reopen it then the Board would be willing to have discussions. Mr. Conkel stated that the District is perfectly willing to talk to either the Village of Alexandria or if the Village of Alexandria does become unincorporated and it falls to the County then the District would be willing to talk to them as well. Mr. Fox stated that he didn't feel that the Board would have any interest in being in a political campaign and that's how Mr. Fox sees this. Mr. Fox stated, from his view, that the Board cannot legally get involved in a political campaign and so for the District to say that they support what Mr. Robinson is requesting is not something he feels would be appropriate. Mr. Fox stated that there is a council and a mayor and that's who the Board would contact with their discussions, not an outside entity. Mr. Carlisle stated that his recommendation would be to have the Village of Alexandria contract the District's General Manager, Mr. Conkel. Mr. Carlisle stated that the Board made very clear what their position is. Mr. Carlisle stated that would be the extent of what the District would be willing to do. Mr. Robinson stated that he appreciated the Board's time.

Mr. Duffy stated that one of the public concerns that he remembers about the discussions regarding the Village of Alexandria is that the District didn't want to take on additional debt. He stated that as a customer he doesn't want to pay for it.

Mr. Duffy asked about the concerns that were made in a prior meeting regarding customer's delinquent accounts that were certified to the Licking County Auditor. Mr. Duffy stated that Mr. Carlisle made a comment that the majority of the people on the list were repeat customers and customers that preferred to pay their bill on their taxes. Mr. Duffy asked if there was an advantage to doing that. Mrs. Loomis stated that the majority of the customers are sewer only and get certified to the Licking County Auditor and that is how the repeat customers pay their sewer bill. Mrs. Loomis stated that the other customers are water customer that never pay the bill and never have their water service restored. But, the majority and repeat customers are sewer only that we don't have any other recourse and cannot terminate services. Mr. Duffy stated that it's a shame that the District has to burden this financially.

Mr. Duffy asked when the Board will receive the 5% automatic increase and if it hasn't already occurred, when will the Board be voting on it. Mr. Carlisle stated that it was already automatic and wasn't something that the Board voted on. Mr. Carlisle explained that the increase is in perpetuity.

Mr. Duffy stated that the old Jardin Manor water plant was dismantled many, many years ago and there is a connection where the old plant was across the river to

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Refugee Road. He stated that Etna Township is discussing selling that property and if so is the District protected by an easement through there? Mr. Carlisle stated that he assumes there is an easement. Mr. Conkel stated that he will check into that. Mr. Carlisle thanked Mr. Duffy for bringing that up and stated that it will be looked into.

8. MEETING SCHEDULE FOR 2017

Mr. Fox asked if any of the Board members were interested in having evening meetings. Mr. Kretzmann stated that he is not, that specials are fine, but not with the regular meetings.

Mr. Kretzmann made a motion, which was seconded by Mr. Fox, that the meeting schedule for 2016 be carried through 2017, with the exception of no evening meetings scheduled for 2017. The meeting schedule for 2017 will be the 2nd Tuesday and the last Tuesday of each month at 1:00 p.m. Upon call of the vote, all voted aye. The motion was approved.

9. GENERAL MANAGER'S REPORT

Mr. Conkel presented two resolutions for the Board's consideration and approval:

RESOLUTION:

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

R 2017-005 RESOLUTION TO APPROVE AND PROVIDE FOR THE CURRENT EXPENSE AND OTHER EXPENDITURES OF THE BOARD FOR FISCAL YEAR ENDING DECEMBER 31, 2017, 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	\$ 1,736,712.49
COLLECTIONS	\$ 875,992.55
CONSTRUCTION	\$ 335,395.16
ADMINISTRATIVE	\$ 947,823.14
DEBT PAYMENT	\$ 6,600,000.00
CAPITAL EXPENSE	\$ 500,000.00

TOTAL APPROPRIATIONS \$10,995,923.34

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-005 WAS APPROVED.

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RESOLUTION:

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

R 2017-006 RESOLUTION TO APPROPRIATE \$3,900,000.00 FOR DEPRECIATION EXPENSE FOR THE FISCAL YEAR 2017 AND IN ACCORDANCE WITH THE AUDITOR'S RECOMMENDATION FOR COMPLIANCE WITH ANNUAL DEPRECIATION.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-006 WAS APPROVED.

MISCELLANEOUS:

Mr. Conkel stated that he did meet with the City of Pataskala last Friday and they made a couple of minor changes and the Board will see the talking points with the signatures by the first of the week. Mr. Conkel stated that it is the document that will go to the Board and the council at the City of Pataskala with the appropriate signatures certifying that they are in agreement. Mr. Conkel stated that once the Board and Council approve it then it will be sent to both solicitors.

10. OFFICE MANAGER'S REPORT

Mrs. Loomis presented the Board with Resolution 2016-062 that was passed during the meeting on 12/27/16 for signatures.

Mrs. Loomis presented the Board with Resolutions 2016-063 and 2016-064 that require the Secretary of the Board's signatures.

Mrs. Loomis passed out a new phone listing and organizational chart to the Board. Mrs. Loomis stated that the office will change the organizational chart to reflect the new Board member positions and will also change the phone listing to reflect current numbers for the Board members.

11. ATTORNEY'S REPORT

Ms. O'Keefe was not present at this meeting.

12. EXECUTIVE SESSION

There was no need for executive session.

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13. ADDITIONAL PUBLIC COMMENTS

There were no additional public comments at this time.

14. TRUSTEES' COMMENTS

Mr. Fox stated that he spoke to the Mayor of Alexandria and they are very interested in partnering with the District for sewer services at the 161 Corridor. He stated that Village of Alexandria did make it very clear that they were not interested in an outright buy, but were interested in partnering with the District. Mr. Fox stated that he had communications with an entity that owns a number of businesses in central Ohio that has property on 161 that is anxiously waiting for water. Mr. Fox stated that he understands that there are a number of other businesses in that area that would be interested in water service.

Mr. Fox stated that he would like to make a suggestion to the Board and has nothing to do with the agreement with the City of Pataskala. He stated that he does not want that to be a discussion point. He stated that he would like to have a meet and greet between this Board and the City of Pataskala's Utility Committee. Mr. Fox stated that he believes both Boards need to communicate.

Mr. Kretzmann stated that he thought the discussion Mr. Fox brought up regarding the Village of Alexandria was great news and a wonderful opening and would like Mr. Conkel to pursue that interest.

Mr. Kretzmann stated to Mr. Duffy's concern earlier, that it has never been the District's intention to place the cost of expansion of the District on current customers.

Mr. Fox stated that his opinion is not to build and borrow money just to move the District forward.

Mr. Fox stated that he would like to have a discussion about the legal services that the District has. He stated that he would like to get some quotes from additional legal counsel on what kind of costs it's going to be and take Ms. O'Keefe recommendation that we make sure whoever it is has a strong background in water and wastewater and get some fresh perspectives. Mr. Fox stated that he would like Mr. Conkel to look into this.


Mr. Duffy asked if the Board was advocating that Legal Counsel be at every meeting or just as needed. Mr. Fox stated his opinion is that it would be as needed. Mr. Carlisle stated that he agreed with Mr. Fox.

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15. ADJOURNMENT

Mr. Fox made a motion, second by Mr. Kretzmann that the meeting would be adjourned. Vote, all aye. The meeting was adjourned at 1:51 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY