

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT
P.O. BOX 215, ETNA, OH 43018
(740) 927-0410

BOARD MEETING MINUTES
July 14, 2015

1. OPENING

The July 14, 2015 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. Mr. Kretzmann, Mr. Meade and Mr. Carlisle were present at roll call. Mr. Kretzmann led the Pledge of Allegiance. Also present were Mr. Don Rector, Ms. Kathy Killen and Ms. Bobbie O'Keefe.

2. ADOPTION OF AGENDA

Mr. Carlisle made a Motion to adopt the Agenda. Mr. Kretzmann seconded. Vote, all aye. The Agenda was adopted.

3. APPROVAL OF MINUTES

Mr. Carlisle moved to approve the minutes of the July 30, 2015 meeting. Mr. Kretzmann seconded. Vote, all aye. The minutes were approved.

4. PAYMENT OF BILLS

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

5. COMMUNICATIONS/WRITTEN PUBLIC COMMENTS

None.

6. PUBLIC COMMENTS

a. Marcia Massey (Deeds Road): Ms. Massey stated she had questions about the assessments for the water and sewer lines that serve her property. She showed the board a map indicating where the water and sewer lines stop half-way across her property. She indicated that she was not happy being assessed for her entire front footage when the water and sewer lines do not go all the way across her property. She does not believe the assessment is fair. She paid the balance of the assessments in full in 1997 and is now requesting a refund from the board. Mr. Rector explained the assessment formula for the projects that serve her property. He indicated that since the assessments were finalized many years ago, they cannot be changed at this time. Ms. O'Keefe attempted to further explain the reasoning behind the decision of the board at the

time the assessments were levied. She stated that it was the policy of the board to assess the entire frontage of similar properties, and Ms. Massey told Ms. O'Keefe to be quiet. Ms. O'Keefe told the board that the assessment formula cannot be legally changed at this time. Ms. Massey continued to insist that it was unfair and that she should receive a refund. Mr. Kretzmann told Ms. Massey that there was nothing further the board could do for her. Ms. Massey asked what her next steps were and whether she should contact the state auditor about her complaint. Mr. Kretzmann suggested that her next step would be to contact a lawyer.

b. Mr. Duffey: Mr. Duffey asked whether new development created new revenue, which would then have a positive impact on the repayment of assessments. Mr. Rector stated that new development does create revenue, but that the district's expenses are always increasing. He explained that there is a significant amount of maintenance that the system requires, especially now that it is beginning to age. Mr. Carlisle remarked that the revenues and expenses always balance, and that the district board and staff have done a great job of keeping costs down. He stated that the district has not had to raise rates since 2012. Mr. Meade indicated that the district's budget can be changed as necessary during the year, and that the staff and board are always looking for ways to decrease expenses.

7. GENERAL MANAGER'S REPORT

a. Homewood Corporation: Mr. Rector stated that the Homewood Corporation is ready to move forward with construction of the water lines at the Preserve at Haaf Farms for 40 lots. The developer will construct a booster station that will allow the district to interconnect with Fairfield County's water system so that the county and district may obtain water from each other if necessary. Mr. Rector is working on an outline for an update to the current agreement with Fairfield County regarding the interconnect. Mr. Meade asked whether capacity fees were the same as tap fees. Mr. Rector responded that they were not the same. He also stated that it is always better to have more interconnects in the district's system. This interconnect will provide the district with back-up water at the west end of Palmer Road. Mr. Duffy asked if the interconnect would eliminate the dead end of the line, and Mr. Rector responded that it would not. Mr. Carlisle asked whether the district would be looping the line at some time in the future. Mr. Rector stated that there would be no loop constructed at this time; however, he did have the developer plat the development with water easements so the district could construct a loop in the future. He stated that a loop would require an additional one-half mile of water line to be constructed, and that this additional cost would be too much for the developer to absorb. Mr. Carlisle also asked about how far the hydrants had to be off the pavement, and Mr. Rector responded that there were several factors which dictated how far back the hydrants had to be, such as whether there were curbs, sidewalks, or ditches along the road. Mr. Rector stated further that the district has adopted standard drawings to show where the hydrants need to be located depending on these factors. Mr. Carlisle made a Motion to adopt Resolution No. 2015-034 to approve the Development Agreement with Homewood Corporation for the Preserve at Haaf

Farms for 40 lots with water only. Mr. Kretzmann seconded the Motion. Upon roll call vote, all voted aye. Resolution No. 2015-034 was approved.

b. Top User Report: Mr. Rector circulated the Top User Report and stated that there were no surprises in the report. He indicated the residential high users would probably be requesting abatements. He also commented that the high users will receive a tag on their doors indicating they should check for water leaks or other problems in their systems if they did not anticipate having such high usage.

c. Hydrant Program: Mr. Rector advised the board that signs were put up on the hydrants available for bulk water indicating that water was allowed to be taken with a permit only. He reported that Kirkersville contacted him about a hydrant that was being used, and that the district had received numerous anonymous calls about bulk haulers connecting to the hydrants without a permit. He summarized for the board that the program is being utilized and revenue is being generated, but the office receives many calls from residents with concerns about theft of water. He also stated that the field staff will monitor particular hydrants during the day to make sure that anyone who connects has a meter. Mr. Duffy commented that it is admirable that the public is keeping an eye on district resources. He stated that he once saw someone connect to a hydrant and he did report it.

d. Water Plant: Mr. Rector showed the site plan for the new water plant to the board. The plan is to have the new building as close to the current administration building and as far away from the houses as possible. Access to the plant will no longer be from Zellers Road, but will come from York Road. He also reported that the house owned by the district next to the office building is boarded up and secure, but that it can't be torn down since there is currently no driveway getting to it from either road. As soon as the location of the new road opening on York is identified, trucks will be able to get to the house to tear it down.

e. Potential Project at Havens Corners Road W. of Summit: Mr. Rector indicated that a home owner on Havens Corners Road wanted to discuss bringing central water to that area because his well failed. Mr. Rector indicated there could be some additional interest in that area, with 60-70 potential connections. He commented that a water project may be financially feasible, and he would like to send a letter and a survey to the property owners who would be affected. He indicated it would include portions of Woodside, Summit, Cable and Havens Corners Roads and would allow the district to loop its system on Havens Corners. Mr. Rector further reported that the water source serving a church in that area is under Findings and Orders from the EPA. Mr. Kretzmann made a Motion to authorize Mr. Rector to send a letter and survey to the potential customers in that area to gauge interest in connecting to district water. Mr. Meade seconded. Upon call for a vote, all voted aye. The Motion was approved.

f. Road/Bridge Projects: Mr. Rector reported that he is working with ODOT and Pataskala on a road and bridge project which will require a number of lines to be moved. He will

be meeting with ODOT to explore options so that there is minimal impact to the businesses which will be affected.

8. OFFICE MANAGER'S REPORT

Ms. Loomis was not present for the meeting as she was attending the LC Chamber Safety Meeting, but the Office Report was circulated in the board's packet.

9. ATTORNEY'S REPORT

None.

10. EXECUTIVE SESSION

Mr. Kretzmann made a Motion to go into Executive Session to discuss pending litigation. Mr. Meade seconded the Motion. Upon roll call vote, all voted aye. The board went into Executive Session at 2:01 pm.

Mr. Kretzmann made a Motion to come out of Executive Session. Mr. Meade seconded the Motion. Upon roll call vote, all voted aye. The board came out of Executive Session at 2:21 pm.

11. ADDITIONAL PUBLIC COMMENTS

None.

12. TRUSTEE COMMENTS

13. ADJOURNMENT

Mr. Carlisle made a Motion to adjourn. Mr. Kretzmann seconded. Upon roll call vote, all voted aye. The meeting adjourned at 2:23 pm.

ATTEST.



John Carlisle, District Secretary