

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

(740) 927-0410

BOARD MEETING MINUTES

March 8, 2016

1. OPENING

The March 8, 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 Don Rector, Kathy Killen and Bobbie O'Keefe.

2. ADOPTION OF AGENDA

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

3. APPROVAL OF MINUTES

Mr. Carlisle made a Motion, seconded by Mr. Kretzmann, to approve the Minutes of the February 23, 2016 meeting. All voted aye. Motion carried.

4. MOTION TO PAY BILLS

Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to pay the bills as presented. All voted aye. Motion carried.

5. COMMUNICATIONS

a. OWDA Refinance Letter: Mr. Rector reported that OWDA sent a letter to the district indicating that \$2.8 million in loans is eligible for buy down. The first payment is retroactive to January 2016. It will happen automatically and will save the district significantly on loan payments each year to the OWDA.

6. PUBLIC COMMENTS

None.

7. GENERAL MANAGER'S REPORT

a. Audit Forms: Perry & Associates, which is conducting the district's financial audit, has submitted forms to the district to sign to begin the auditing process. Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to authorize the Treasurer to sign the necessary forms with Perry & Associates to begin the audit. Upon voice vote, all voted aye. Motion was approved.

b. Tap Report – February: Mr. Rector discussed the February tap report which was included in the board's packet. He stated that early February was good for collecting new tap fees. He reported that Amazon paid its tap fees and that Cumberland Trails Phase VII was moving forward. He further indicated that Cumberland Crossing Phase VII was almost done and would soon be available for use and hook-up. Haaf Farms will be starting in April 2016.

c. Vehicle Mileage Report: Mr. Rector stated that the Vehicle Mileage Report was in the board's packet.

d. Live Fire Training Authorization: Mr. Rector advised the board that the fire department training in the house adjacent to the water plant office will proceed soon. Currently, an asbestos check is being done. The necessary document to allow the training to occur and the house to be burned has been approved and signed.

e. Various Project Updates:

i. Taylor Road: Mr. Rector said that he will be meeting with the contractor and ODOT separately and that there will be a pre-construction meeting at the site in mid-March.

ii. Amazon: Mr. Rector reported that digging is being done to bring water and sewer lines under Route 40, but that the as-builts for the original district projects at that site are not shown accurately. Additional digging had to be done in order to find the points of connection.

f. Lonnie Maynard: Mr. Rector indicated that Lonnie Maynard will be retiring on May 6, 2016 and that he is evaluating the need for a replacement.

8. OFFICE MANAGER'S REPORT

None.

9. ATTORNEY'S REPORT

None.

10. EXECUTIVE SESSION

Mr. Kretzmann made a Motion, which was seconded by Mr. Carlisle, to go into Executive Session to discuss pending and imminent litigation. Upon roll call vote, all voted aye. The board went into Executive Session at 1:17 pm.

Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to come out of Executive Session. Upon roll call vote, all voted aye. The Executive Session concluded at 1:59 pm.

11. STATE ROUTE 310 PROJECT

Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to authorize Don Rector to prepare an analysis of engineering options for water mains to serve the Fannin and Deagle developments on the State Route 310 Project. Upon roll call vote, all voted aye. The Motion was approved.

12. ADDITIONAL PUBLIC COMMENTS

None.

13. TRUSTEE COMMENTS

Mr. Carlisle moved to adjourn, and Mr. Kretzmann seconded the Motion.

The meeting was adjourned at 2:00 pm.

ATTEST



John Carlisle, Secretary