

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

**BOARD MEETING MINUTES
March 12, 2019**

1. OPENING

The March 12, 2019 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Fox at 3:00 p.m. The pledge of allegiance was led by Mr. Gilcher. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Josephine Carrelli, CJ Gilcher, Chad Sims, and those members of the public who signed the March 12, 2019 sign-in sheet.

2. ADOPTION OF AGENDA

Mr. Fox made a motion, second by Mr. Kretzmann, to approve the Agenda as presented. Upon Roll Call vote, all voted aye. Motion carried. Agenda adopted.

3. APPROVAL OF MINUTES

Mr. Kretzmann made a motion, second by Mr. Fox to approve the minutes of the Board meeting of February 26, 2019. Upon Roll Call vote, all voted aye. Motion carried.

4. PAYMENT OF BILLS

Mr. Kretzmann moved to approve payment of the bills as presented. Mr. Carlisle seconded. Upon Roll Call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

There were no communications to report.

6. PUBLIC COMMENTS

Mr. John Reed and Mr. Phil Watts with Granville Milling Company were present to discuss some frustration with the requirement to connect to sewer, the cost of tap fees and they feel like they are getting misinformation and not being followed up with. Mr. Fox asked who was requiring them to connect to the system. Mr. Watts stated they received a letter from the Licking County Health Department stating the septic was bad and they needed to connect. The Granville Milling Co. and another business owned by Mr. Jim Walter currently have their sewage going to one septic tank and were under the impression they would only need to purchase one tap for both properties.

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Lindsey Rice from the Village Veterinary Care also had some concerns regarding her being forced to connect her business to the sanitary sewer. She stated she paid for a tap a few years ago when she built a residence on the property and was told she could later tap her business into the same line. She is now being told she will need to pay an additional tap fee.

This property is unable to be split due to the size of the parcel.

Mr. Fox read from the rules and regulations where it states one tap is required for each commercial building.

Mr. Conkel stated he was willing to allow the Granville Milling Co and the Construction office owned by Mr. Walter to have an 8" inside drop to the manhole and connect both of them with two 6" lines instead of requiring them to dig 16' down on SR 310.

Mr. Carlisle stated he thought Mr. Conkel was being very reasonable and fair with allowing them to connect this way. Mr. Carlisle stated since Mrs. Rice's property is not able to be split and the way the sewer tap was installed for her residence, he would be willing to allow her to pay the difference between the tap fee she paid and the tap fee to connect the commercial building.

Mr. Carlisle wants Mr. Conkel to review the inspection reports and find out why the install was done the way it was done to be able to make a final decision on the tap fee amount.

The Granville Milling Co and the construction company would each to be required to pay their own tap fee to connect to the sanitary sewer system.

Mr. Carlisle also let them know they were welcome to call any of the board members if they feel like something is not being taken care of at the office and they would look into it.

Mr. Walter asked if they built another building if they would be required to pay another tap fee and he was told yes. Each commercial building has to have their own tap.

Mr. Reed asked if financing was available and Mr. Conkel told him to email him and he would send it to the finance person as she was not available.

7. GENERAL MANAGER'S REPORT

WATER TREATMENT PLANT CONSTRUCTION UPDATE:

Mr. Conkel stated they are working on the epoxy floor in the process area and hope to have it done by the end of the week. They plan to continue on the startup next week.

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SUMMIT TANK CONSTRUCTION UPDATE:

Mr. Conkel stated the tank is in service. There is still some clean up needed.

SUMMIT ROAD WATER LINE CONSTRUCTION UPDATE:

Mr. Conkel stated this is all complete other than clean up.

REFUGEE ROAD WATER LINE CONSTRUCTION UPDATE:

Mr. Conkel stated this is all complete other than clean up.

KARR WELL FIELD:

Mr. Conkel stated he had an award for Mr. Fox to sign and they should start drilling in the next 3-4 weeks.

ALEXANDRIA WELL FIELD:

Mr. Conkel stated he has a meeting with the Licking County Planning Commission tomorrow regarding the construction in a flood plain.

RO CONCENTRATE LINE:

Mr. Conkel stated he received 3 bids. One for \$923, 571 from Rock River, one for \$896, 380 from Tribute Contracting and one for \$825,693.72 from American Boring. Mr. Conkel will have a recommendation at the next meeting.

NEW WTP SCHEDULE:

Mr. Conkel stated they reviewed what they felt would be the worst case scenario and they believe it would be around 5-10 hours of overtime per month due to the amount of overtime hours being saved due to the new schedule. Mr. Carlisle asked how the schedule would work with a holiday and Mr. Sims and Mr. Gilcher explained it would work the same way it does now. The operator working the holiday would get holiday pay plus time and a half for working.

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CRANE TRUCK:

Mr. Conkel stated he has spoken with Mr. Albers about selling this to another entity and he said a fair and marketable value would have to be established which they are currently working on and each entity would have to pass a resolution to be able to purchase it.

RATE STUDY:

Mr. Conkel stated he will have something to the board members before the next meeting.

USE AND HOOK UP VILLAS @ CUMBERLAND-RESOLUTION:

Mr. Conkel presented a resolution for the Board's consideration and approval:

RESOLUTION:

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

R 2019-008 RESOLUTION

1. **WHERE AS THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH CUMBERLAND ESTATES LLC. FOR VILLAS AT CUMBERLAND, SECTION 1 AND SECTION 2, PART 1 - WATER AND SANITARY SEWER ON JULY 31, 2017; AND**
2. **WHEREAS CUMBERLAND ESTATES LLC. HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND**
3. **NOW THEREFORE, THE BOARD OF TRUSTEES APPROVES THE USE OF THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN VILLAS AT CUMBERLAND, SECTION 1 AND SECTION 2, PART 1, WATER AND SANITARY SEWER; AND**
4. **THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THIS BOARD OF TRUSTEES, AND THAT ALL DELIBERATIONS OF THIS BOARD OF TRUSTEES AND OF ANY OF ITS COMMITTEES RESULTING IN SUCH FORMAL ACTION, WERE IN MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.**

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2019-008 WAS APPROVED.

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USE AND HOOK UP CRG 70-RESOLUTION:

Mr. Conkel presented a resolution for the Board's consideration and approval:

RESOLUTION:

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

R 2019-009 RESOLUTION

1. **WHERE AS THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH ETNA PARK 70, LLC. FOR ETNA PARK 70, LLC - WATER AND SANITARY SEWER ON JULY 26, 2018; AND**
2. **WHEREAS ETNA PARK 70, LLC HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND**
3. **NOW THEREFORE, THE BOARD OF TRUSTEES APPROVES THE USE OF THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN ETNA PARK 70, LLC, WATER AND SANITARY SEWER; AND**
4. **THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THIS BOARD OF TRUSTEES, AND THAT ALL DELIBERATIONS OF THIS BOARD OF TRUSTEES AND OF ANY OF ITS COMMITTEES RESULTING IN SUCH FORMAL ACTION, WERE IN MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.**

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2019-009 WAS APPROVED.

C-MAX HR SERVICES:

Mr. Carlisle made a motion, seconded by Mr. Fox to hire C-Max to review the employee handbook, job descriptions, employee review process and create a recruiting process for 6 months of work at no more than \$10,000.

Mr. Carlisle stated he supports using this company because they came by recommendation of our legal counsel. Mr. Kretzmann would like to see other bids.

Upon roll call vote, Mr. Kretzmann voted no and Mr. Carlisle and Mr. Fox voted yes. Motion carried.

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Mr. Carlisle asked Mrs. Carrelli to look into any programs that might be offered through the safety meetings for supervisor training.

8. OFFICE MANAGER'S REPORT

Mrs. Carrelli had nothing to present.

9. ATTORNEY'S REPORT

Mr. Albers was not present. Stacy Pollock was present for executive session.

10. EXECUTIVE SESSION

Mr. Kretzmann moved to adjourn into executive session pursuant to Ohio Revised Code 121.22 (G) (3), conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

Seconded by Mr. Carlisle

Kretzmann.....yes

Carlisle.....yes

Fox.....yes

MOTION CARRIED.

Entered executive session at 3:03pm

Mr. Carlisle made a motion, second by Mr. Fox to return from Executive Session.

Kretzmann.....yes

Carlisle.....yes

Fox.....yes

Motion Carried.

Returned from Executive Session at 3:20 P.M.

11. TRUSTEES' COMMENTS

Mr. Kretzmann asked where the misinformation was coming from that Mr. Reed was upset about and Mr. Conkel stated he was told the rules regarding one tap was

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required for each building and that is what he was told. Mr. Conkel also stated he did have a meeting set up with Mrs. Rice that he missed because he was caught up in a meeting next door and apologized to her profusely and offered to come to her to accommodate but was told then it was not an issue. He also stated he will make it more of a habit to get all communication in an email so there is no question as to what was said.

Mr. Carlisle asked for the agenda to be sent by Friday afternoon for the meeting the following week so everyone has enough time to review it.

12. ADJOURNMENT

Mr. Carlisle made a motion, second by Mr. Kretzmann that the meeting would be adjourned. Upon Roll Call vote, all voted aye.

The meeting was adjourned at 4:17 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

March 12, 2019

SIGN BELOW:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
John Waller	Pet	746-739- 8166
Stacy Pollock	175 S. Third St. Suite 1000 Col. OH 43215	614-324-0163
Ludwig Ruc	4159 Hazen Etna Rd SW	740-501-0400
John Reed	400 S. Main St.	
Phil Watts	Granville, OH	740-587-0221