

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

**BOARD MEETING MINUTES  
March 27, 2018**

**1. OPENING**

The March 27, 2018 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Carlisle at 3:00 p.m. The Pledge of Allegiance was led by Mr. McCarter. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Kathy Killen, Josephine Carrelli, CJ Gilcher, Sean McCarter and those members of the public who signed the March 27, 2018 sign-in sheet.

**2. ADOPTION OF AGENDA**

Mr. Kretzmann made a motion, second by Mr. Fox, 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 March 13, 2018. Upon Roll Call vote, all voted aye. Motion carried.

**4. PAYMENT OF BILLS**

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

**5. COMMUNICATIONS**

There were no communications to report at this meeting.

**6. PUBLIC COMMENTS**

There were no public comments at this time.

**7. GENERAL MANAGER'S REPORT**

**WATER TREATMENT PLANT CONSTRUCTION UPDATE/CLEARWELL FLOOR SLAB UPDATE:**

Mr. Conkel stated they have started to pour the foundation for the pipe chases under the filtration slab and will pour the slab in the next couple of weeks. We are still waiting

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on a solution for the clearwell floor slab issue and hope to hear something about that at the next progress meeting on Thursday 3/29/18.

**SUMMIT TANK CONSTRUCTION UPDATE:**

Mr. Conkel stated the tank is being tarped and they should start to paint in the next week.

**KARR PROPERTY DRILLING:**

Mr. Conkel stated he received a contract from Egan for the oversight on that for \$7,819 and will be moving forward.

**ALEXANDRIA WELLFIELD SITE:**

Mr. Conkel stated he and Mr. Gilcher would be meeting with a hydrogeologist and the property owner to see about the feasibility of doing something closer to Alexandria.

**SUMMIT RD/REFUGEE RD WATER LINE BIDDING:**

Mr. Conkel stated there are 8 contractors with plans and the bidding opens up April 16, 2018.

**ELLINGTON VILLAGE SECTION 4 DEVELOPERS  
AGREEMENT/RESOLUTION:**

Mr. Conkel stated he has received the developer's agreement and capacity fees for 36 lots and presented a resolution for the Board's consideration and approval:

**RESOLUTION:**

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

**R2018-015 RESOLUTION TO APPROVE THE DEVELOPMENT  
AGREEMENT WITH WESTPORT HOMES, LLC, FOR ELLINGTON  
VILLAGE SECTION 4 (36 LOTS) DEVELOPMENT**

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**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-017 WAS APPROVED.**

**LICKING HEIGHTS HIGH SCHOOL EASEMENT:**

Mr. Conkel stated he met with them about a week ago and requested a water line easement to put the line behind the trees on the school property. Mr. Conkel would like to offer fair market value for the easement. The other option would be to put it in the right of way. Mr. Conkel will speak with the school district and see what they are requesting for the easement.

**AUDIT FINANCE COMMITTEE MEETING:**

The audit finance committee meeting will be May 8, 2018 at 2:00pm

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli presented a copy of the water shut off list. She stated that there were 35 door tags distributed on 3/26/18. She stated that as of today 29 accounts remain on the list to be shut off on 3/28/18.

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

**RESOLUTION:**

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

**R 2018-016 RESOLUTION TO CERTIFY DELINQUENT CUSTOMER ACCOUNTS TO THE LICKING COUNTY AUDITOR.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-016 WAS APPROVED.**

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

**RESOLUTION:**

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

- 1. R 2018-017 RESOLUTION TO REMOVE DEFERRED WATER AND SANITARY SEWER SPECIAL ASSESSMENTS AS THEY HAVE BEEN PAID IN FULL BY OWNERS, DAVID & MICHAELA KUCSMA:**

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Parcel #025-068328-00.000 Project #10317/Deferred Sewer Assessment

\$17,389.20

Interest

\$25,335.96

\$42,725.16

Check #20520, 12-27-17

\$25,000.00

Check #10014, 03-12-18

\$17,725.16

\$42,725.16

Project #8023-B/Deferred Water Assessment

\$23,848.00

Interest

\$33,108.44

\$56,956.44

Check #20521, 12-27-17

\$25,000.00

Check #10015, 03-12-18

\$31,956.44

\$56,956.44

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-017 WAS APPROVED.**

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

**RESOLUTION:**

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

1. **R 2018-018 RESOLUTION TO TRANSFER THE DEFERRED SANITARY SEWER ASSESSMENT, PROJECT #8004, FROM PARCEL #025-067878-00.000 TO PARCEL #025-067878-00.004 PER THE TERMS OF THE ORDER OF CONFIRMATION AND DISTRIBUTION. COPY ATTACHED.**

**NOTE: SALE OF THE 4.911 ACRE SPLIT DATED 10-04-13; DISTRICT NOTIFIED OF SPLIT 03-07-18. CURRENT OWNER, ELIZABETH**

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**DAWSON, HAS BEEN NOTIFIED BY CERTIFIED MAIL DATED 03-16-18 THAT ASSESSMENT NO LONGER QUALIFIES FOR DEFERAL AND PAYMENT IN FULL IS DUE WITHIN THIRTY DAYS, BY 04-16-18. COPY ATTACHED.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-018 WAS APPROVED.**

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

**RESOLUTION:**

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

**R 2018-019 RESOLUTION TO TRANSFER THE SANITARY SEWER ASSESSMENT (PROJECT #10231) AND WATER ASSESSMENT (PROJECT #10232), FROM PARCEL #012-028896-00.000 TO PARCEL #012-027828-00.000 AND PARCEL #012-027732-00.000 DUE TO A PARCEL SPLIT AND SALE AS FOLLOWS. COPY OF THE REPLAT MAP ATTACHED.**

**PARCEL # 012-027828-00.000 GAINS 27.21 FRONT FEET, WHICH EQUALS 32.05% OF THE FRONT FOOTAGE OF SPLIT PARCEL #012-028896-00.000**

**PROJECT 10231, SANITARY SEWER  
32.05% OF \$2084.95, REMAINING ASSESSMENT BALANCE = \$668.23**

**PROJECT 10232, WATER  
32.05% OF \$1641.61, REMAINING ASSESSMENT BALANCE = \$526.14**

**PARCEL # 012-027732-00.000 GAINS 57.70 FRONT FEET, WHICH EQUALS 67.95% OF THE 84.91 FRONT FOOTAGE OF SPLIT PARCEL #012-028896-00.000**

**PROJECT 10231, SANITARY SEWER  
67.95% OF \$2084.95, REMAINING ASSESSMENT BALANCE = \$1416.72**

**PROJECT 10232, WATER  
67.95% OF \$1641.61, REMAINING ASSESSMENT BALANCE = \$1115.47**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-019 WAS APPROVED.**

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

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IN CONSIDERATION OF THE FOLLOWING:

JERRY LEE CRUTCHFIELD AND MICHELE L. HAYES OWN PARCEL #012-028896-00.000, 98 WOLFE CRAFT DRIVE, WHICH HAS DELINQUENT MONTHLY SERVICE CHARGES WHICH HAVE BEEN CERTIFIED TO THE LICKING COUNTY AUDITOR IN THE AMOUNT OF \$764.74;

JERRY LEE CRUTCHFIELD AND MICHELE L. HAYES HAVE SPLIT THE ABOVE REFERENCED PARCEL AND TRANSFERRED 57.70 FRONT FEET AND ADJACENT PROPERTY TO PARCEL #012-027732-00.000, OWNED BY VIOLET D. AND ROGER ROBERTS;

JERRY LEE CRUTCHFIELD AND MICHELE L. HAYES HAVE RETAINED AND TRANSFERRED 27.21 FRONT FEET TO PARCEL #012-027828-00.000, WHICH THEY ALSO OWN. JERRY LEE CRUTCHFIELD AND MICHELE L. HAYES ARE RESPONSIBLE FOR PAYMENT OF DELINQUENT MONTHLY SERVICE CHARGES WHICH HAVE BEEN CERTIFIED TO THE LICKING COUNTY AUDITOR IN THEIR NAME.

**RESOLUTION:**

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

- R 2018-020 RESOLUTION TO TRANSFER CERTIFIED DELINQUENT MONTHLY SERVICE CHARGES IN THE AMOUNT OF \$764.74 FROM PARCEL #012-028896-00.000 TO PARCEL #012-027828-00.000, DUE TO THE PARCEL SPLIT AND PROPERTY TRANSFER.**

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-020 WAS APPROVED.

**9. ATTORNEY'S REPORT**

Mr. McCarter was present but had nothing to present.

**10. EXECUTIVE SESSION**

Mr. Carlisle moved to adjourn into executive session pursuant to Ohio Revised Code 121.22 (G) (8), for the purpose of considering confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statement of an applicant for economic development assistance and the information is directly related to a request for economic development assistance

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that is to be provided or administered under Ohio Revised Code Chapter 715, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project and

The Board hereby determines that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project

Seconded by Mr. Fox

Kretzmann.....yes

Fox.....yes

Carlisle.....yes

MOTION CARRIED.

Entered executive session at 3:20 p.m.

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

Kretzmann.....yes

Fox.....yes

Carlisle.....yes

Motion Carried.

Returned from Executive Session at 3:54 p.m.

**11. TRUSTEES' COMMENTS**

Mr. Fox stated he had the opportunity to speak with the Mayor of Kirkersville and he seemed interested in getting residents connected to water. There will be a meeting set up in the future for Mr. Conkel to speak to the mayor regarding making water connections.

**12. ADJOURNMENT**

Mr. Carlisle made a motion, second by Mr. Fox that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 3:55 p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

March 27, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE

SEAN M'CARROLL

58 N 5TH ST  
PATASKALA, OH 43062

614 395 2919