

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

**BOARD MEETING MINUTES
MAY 30, 2017**

1. OPENING

The May 30, 2017 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Carlisle at 1:00 p.m. The Pledge of Allegiance was led by Mr. Sims. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, CJ Gilcher, Kathy Killen, Josephine Carrelli, Chad Sims, and those members of the public who signed the May 30, 2017 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. Fox made a motion, second by Mr. Kretzmann to approve the minutes of the Board meeting of May 9, 2017. 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. Fox seconded. Upon Roll Call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

There were no communications to present at this time.

6. PUBLIC COMMENTS

There were no public comments at this time.

7. GENERAL MANAGER'S REPORT

CUMBERLAND CROSSING SECTION 5B DEVELOPMENT AGREEMENT:

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

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RESOLUTION:

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

R 2017-027 RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH PULTE HOMES, INC. FOR CUMBERLAND CROSSING SECTION 5B (15 LOTS) DEVELOPMENT.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-027 WAS APPROVED.

CUMBERLAND CROSSING SECTION 6 FOR USE AND HOOK UP:

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

RESOLUTION:

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

R 2017-028 RESOLUTION WHEREAS THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH PULTE HOMES, INC. FOR CUMBERLAND CROSSING, SECTION 6 – WATER AND SANITARY SEWER ON JUNE 28, 2016; AND

WHEREAS PULTE HOMES, INC. HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND

NOW THEREFORE, THE BOARD OF TRUSTEES APPROVES THE USE OF THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN CUMBERLAND CROSSING, SECTION 6, WATER AND SANITARY SEWER.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-028 WAS APPROVED.

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GENERAL NOTES AND CMS REVISIONS:

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

RESOLUTION:

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

R 2017-029 RESOLUTION WHEREAS THE DISTRICT HAS AMENDED THE GENERAL NOTES AND CONSTRUCTION AND MATERIAL SPECIFICATIONS TO BETTER MEET THE NEEDS OF THE DISTRICT, AND

WHEREAS THE TRUSTEES HAVE REVIEWED AND HEREBY APPROVED THE CHANGES TO THE GENERAL NOTES AND CONSTRUCTION AND MATERIAL SPECIFICATIONS.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-029 WAS APPROVED.

CDM SMITH ENGINEERING AGREEMENT:

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

RESOLUTION:

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

R 2017-030 RESOLUTION WHEREAS THE DISTRICT ENTERED INTO AN ENGINEERING AGREEMENT WITH CDM SMITH ON MARCH 31ST, 2015, AND

WHEREAS THE DESIGN IS COMPLETE AND THE DISTRICT IS READY TO COMMENCE WITH THE CONSTRUCTION OF THE SUMMIT RIDGE ELEVATED STORAGE TANK AND WILL REQUIRE THE SERVICES OF CDM SMITH TO PERFORM THE CONTRACT ADMINISTRATION SERVICES, AND

WHEREAS THE GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO ENGINEERING SERVICES FOR THE SUMMIT RIDGE ELEVATED STORAGE TANK, AND

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THEREFORE THE BOARD OF TRUSTEES APPROVES FOR ADDENDUM TO THE CONTRACT FOR CDM SMITH TO PROVIDE CONTRACT ADMINISTRATION SERVICES IN AN AMOUNT NOT TO EXCEED \$30,600 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-030 WAS APPROVED.

SHOOK CONSTRUCTION AWARD:

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

RESOLUTION:

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

R 2017-031 RESOLUTION WHEREAS BIDS WERE RECEIVED AND PUBLICLY OPENED ON MAY 19, 2017 AT 2 P.M. FOR THE CONSTRUCTION OF A WATER TREATMENT CENTER AND THE APPARENT LOW BIDDER WAS DETERMINED TO BE SHOOK CONSTRUCTION CO. AS RECOMMENDED BY THE DISTRICT'S GENERAL MANAGER AND;

THE BOARD OF TRUSTEES ACCEPTS THE BID AND APPROVES THE NOTICE OF AWARD TO SHOOK CONSTRUCTION CO. IN THE AMOUNT OF \$13,822,000.00 AND AUTHORIZES THE PRESIDENT OF THE BOARD TO SIGN THE AWARD.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-031 WAS APPROVED.

CALDWELL TANKS, INC. AWARD:

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

RESOLUTION:

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

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R 2017-032 RESOLUTION WHEREAS BIDS WERE RECEIVED AND PUBLICLY OPENED ON MAY 19, 2017 AT 11 A.M. FOR THE CONSTRUCTION OF THE SUMMIT RIDGE ELEVATED WATER STORAGE TANK AND THE APPARENT LOW BIDDER WAS DETERMINED TO BE CALDWELL TANKS, INC. AS RECOMMENDED BY THE DISTRICT'S GENERAL MANAGER AND;

THE BOARD OF TRUSTEES ACCEPTS THE BID AND APPROVES THE NOTICE OF AWARD TO CALDWELL TANKS, INC. IN THE AMOUNT OF \$2,649,200.00 AND AUTHORIZES THE PRESIDENT OF THE BOARD TO SIGN THE AWARD.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-032 WAS APPROVED.

SCOTLAND RIDGE 1B:

Mr. Conkel stated that there were 18 homes in this development. He stated that it is his recommendation to release them to get water from the City of Pataskala. After discussion, the Board of Trustees decided to table their decision until further review.

URS AGREEMENT:

Mr. Conkel stated that the agreement was approved at the last Board meeting and that he only needs signatures from the Board today.

CITY OF PATASKALA AGREEMENT:

Mr. Conkel stated that he and Mr. Fox are continuing to work with the City of Pataskala Utility Committee.

OWDA TERM SHEET:

Mr. Conkel stated that he only need one Board member's signature on the OWDA Term Sheet.

2018 DRAFT BUDGET, UPDATED CIP, PROJECTION SCENARIO:

Mr. Conkel presented the Board with the 2018 Draft Budget, the updated Capital Improvement Plan, and the 10 year Projection Scenario. The Board decided to table these items until the next meeting for further review.

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8. OFFICE MANAGER'S REPORT

Mrs. Carrelli presented a copy of the water shut off list. She stated that there were 45 door tags distributed and as of today there were still 33 customers scheduled to have their water service disconnected tomorrow.

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

RESOLUTION:

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

R 2017-033 RESOLUTION TO CERTIFY DELINQUENT CUSTOMER ACCOUNTS TO THE LICKING COUNTY AUDITOR.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-033 WAS APPROVED.

9. ATTORNEY'S REPORT

Mr. Albers was not present at this meeting.

10. EXECUTIVE SESSION

Mr. Carlisle made a motion, second by Mr. Fox to go into Executive Session at 1:04 p.m. to discuss pending litigation, legal counsel John McLandrich and Stacy Pollock being present.

Kretzmann.....yes
Fox.....yes
Carlisle.....yes

MOTION CARRIED.

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 1:44 P.M.

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11. TRUSTEES' COMMENTS

Mr. Carlisle inquired where the bulk water haulers filled their tanks. Mr. Gilcher discussed the six locations that were approved by the District. Mr. Conkel stated that he would like to get away from using the hydrants for bulk water hauling. Mr. Conkel stated that there is a project listed on the Capital Improvement Plan that would eliminate using the hydrants and give the haulers a place to pull water from that is a better option for the District. Mr. Kretzmann suggested starting shutting down some of the current location sites that are being used for bulk water usage to ensure a more efficient transition once the Capital Improvement Plan project is completed.

Mr. Fox made a motion, second by Mr. Carlisle to contest the Mrs. Loomis unemployment compensation filing.

Discussion:

Mr. Fox stated that since the Board made the decision to terminate Mrs. Loomis that we should follow through with that decision with the unemployment compensation filing. Upon Roll Call vote, Mr. Kretzmann voted no, Mr. Fox and Mr. Carlisle voted yes. Motion carried.

Mr. Kretzmann inquired about Mr. Sims and his duties with the District. Mr. Sims stated that he was the Water Department Supervisor and discussed his duties and his day to day operations within the District.

12. ADJOURNMENT

Mr. Fox 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 2:14 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

May 30, 2017

SIGN BELOW:

NAME

ADDRESS

PHONE

JOHN McLANDRICK

100 FRANKLIN'S ROW
34305 SOLON Rd
SOLON OH 44139

440-287-8298

Stacy Pollock

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