

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

**SPECIAL BOARD MEETING MINUTES  
October 21, 2019**

**1. OPENING**

The October 21, 2019 Special 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 John Albers, Sean McCarter, CJ Gilcher, Kathy Killen and Josephine Carrelli.

**2. ADOPTION OF AGENDA**

Mr. Carlisle 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**

There were no minutes to approve at this time.

**4. PAYMENT OF BILLS**

There were no bills to be paid at this time.

**5. COMMUNICATIONS**

There were no communications at this time.

**6. PUBLIC COMMENTS**

There were no public comments at this time.

**7. GENERAL MANAGER'S REPORT**

**LICKING/FAIRFIELD PROPERTY PROPOSAL-RESOLUTION:**

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

**RESOLUTION:**

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

***SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT***

P.O.Box 215 Etna, Ohio 43018  
69 Zellers Lane Pataskala, Ohio 43062  
Phone (740)927-0410 Fax (740)927-4700

**R 2019-059 RESOLUTION**

**WHEREAS:** the Southwest Licking Community Water and Sewer District is in need of procuring additional raw water in order to provide potable water for existing and future customers, and;

**WHEREAS:** the General Manager recommends that the District enter into an engineering agreement with Eagon and Associates, Inc. and Frontz Drilling to provide two test borings and geological sample analysis as described in the scope of services, and

**THEREFORE:** the Board of Trustees approves the contract with Strand Associates, Inc. in an amount not to exceed \$24,407.00 and hereby authorizes the President of the Board of Trustees to sign the contract attached hereto.

**That 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. 2019-059 WAS APPROVED.**

**HULL FEE PROPOSAL-RESOLUTION:**

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

**RESOLUTION:**

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

**R 2019-060 RESOLUTION**

**WHEREAS:** the Southwest Licking Community Water and Sewer District has determined the need to construct the Water Treatment Center Concentrate Force Main to service existing and future customers with a high quality dependable supply of drinking water and;

**WHEREAS:** the General Manager recommends that the District enter into an engineering agreement with Hull & Associates, Inc. to provide construction administrative services as described in the scope of services, and

**THEREFORE:** the Board of Trustees approves the contract with Hull & Associates, Inc. in an amount not to exceed \$15,000.00 and hereby authorizes the President of the Board of Trustees to sign the contract attached hereto.

**That 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,**

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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. 2019-060 WAS APPROVED.**

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli had nothing to present at this time.

**9. ATTORNEY'S REPORT**

**ACCEPTANCE OF ASSIGNMENT OF REAL ESTATE PURCHASE CONTRACT FROM CHARLES HAGY, APPROVAL OF REAL ESTATE PURCHASE CONTRACT, AUTHORIZATION OF PAYMENT FOR 23.22 ACRES, AND AUTHORIZATION OF MIKE FOX TO SIGN ALL NECESSARY AND RELATED DOCUMENTS:**

Mr. McCarter stated the closing was scheduled for Thursday. He presented a resolution for approval.

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

**R 2019-061**

**RESOLUTION ACCEPTING THE ASSIGNMENT OF A REAL ESTATE PURCHASE CONTRACT, APPROVING REAL ESTATE PURCHASE CONTRACT AND AUTHORIZING MIKE FOX TO EXECUTE ALL NECESSARY, RELATED DOCUMENTS**

1. That the Board hereby accepts assignment the Real Estate Purchase Contract from Charles Hagy to the Southwest Licking Community Water and Sewer District.
2. That the Board hereby approves the Real Estate Purchase Contract with Clara B. Fluke, Trustee for the purchase of 23.22 +/- acres, as presented.
3. That the Board hereby approves the payment of four hundred and fifty thousand dollars (\$450,000.00) pursuant to the Purchase Contract, to be

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adjusted for prior earnest money payment of fifteen thousand (\$15,000.00) and adjustments pursuant to the Purchase Contract.

4. That the Board authorizes Board President, Mike Fox, to execute all necessary related documents, including all closing documents.
5. It is found and determined that all formal actions of this Board concerning and relating to the passage of this ordinance were passed in an open meeting of this Board and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2019-061 WAS APPROVED.**

**DISCUSSION RELATED TO HOOVLER DEFERRED ASSESSMENTS:**

Mr. Albers stated this issue has been resolved. The \$52,295.89 assessment that is due to the District is being held in escrow and will be paid to the District upon providing the letter distributed by Mr. Albers for Board approval. Mr. Albers stated per the deposit fees and charges schedule they would be eligible for a credit against the tap fee at this location. They have since found out the service area was transferred to the City of Pataskala so they will be providing services. Therefore, the credit may not be used unless there are other developments on the original site that can be serviced by the District. This does not change the fact the assessment is still due to the District.

Mr. Carlisle made a motion, second by Mr. Fox to authorize Mr. Albers to provide the letter to Connie Klema in regards to the Hoover property.

Upon Roll Call vote, all voted aye. Motion carried.

**DISCUSSION OF PUBLIC RECORDS REQUEST COMPLIANCE:**

Mr. Albers stated the public records request has been taken care of and wanted to know if there were any questions regarding the request.

Mr. Fox asked if we had a public records request policy. Mrs. Carrelli stated yes we do. Mr. Fox asked if anyone has had any formal training on public records requests and suggested at least two people receive formal training. Mrs. Carrelli will check with the County and other option for formal training.

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**10. EXECUTIVE SESSION**

There was no need for an executive session at this time.

**11. TRUSTEES' COMMENTS**

There were no trustee comments at this time.

**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 3:18 p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

SPECIAL BOARD MEETING

October 21, 2019 3:00PM

SIGN BELOW:

NAME

ADDRESS

PHONE