

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

(740) 927-0410

BOARD MEETING MINUTES

October 25, 2016

1. OPENING

The October 25, 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 Leo Conkel, CJ Gilcher, Kathy Killen, Rhonda Loomis and Bobbie O'Keefe.

2. ADOPTION OF AGENDA

Mr. Kretzmann made a Motion to approve the Agenda Mr. Carlisle 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 October 11, 2016. All voted aye. The Minutes were approved.

4. MOTION TO PAY BILLS

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

5. COMMUNICATIONS

It was reported that the Ohio Department of Health sent a notice stating that the District had no fluoride violations for 2015.

6. PUBLIC COMMENTS

The realtor and representatives of the owner for 4991 Blacks Road were present to discuss the special assessment that had been levied against the property in 1997. They were concerned because they do not believe the owner, Ruth Blain, would have allowed the assessment to have been placed on the tax duplicate to be paid over time. The property was

considered an agricultural district and the assessment was deferred with interest at the rate the District received from OWDA to obtain loan funds to construct the project. The representatives of Ms. Blain stated that they do not believe the assessment was lawfully placed against the property, because if the owner had received notice of the assessment she would have paid it in full at the time. The primary concern was with regard to the interest accruing with the assessment, because the property will likely be converted to non-agricultural use in the near future. Ms. O'Keefe explained the process and the law relative to agricultural districts. The representatives requested that the interest be removed, and Ms. O'Keefe explained that this was not possible, given the contracts with OWDA.

7. GENERAL MANAGER'S REPORT

A. Resolution to Amend DFC Schedule, Fire Protection Tap Fees: Mr. Kretzmann made a Motion, which was seconded by Mr. Carlisle, to adopt Resolution No. 2016-050 which will amend the Deposit, Fees and Charges Schedule, Part II, Section D, Fire Protection Tap Fee, to read: "The Fire Protection Tap Fee shall be thirty percent (30%) of the water tap fees shown in the water tap fee table," replacing language "shall be forty percent (40%). Upon roll call vote, all voted aye. Resolution No. 2016-050 was adopted.

B. Raw Water Searches: Mr. Conkel stated that he has been looking for raw water in the northern and eastern parts of the district. He stated that the district has the necessary capacity at this time; however, he advised that it is good policy for any water supplier to have additional raw water sources.

C. Taylor and Palmer Road Project: Mr. Conkel reported that the grinder pumps have been ordered.

D. Cleveland Rd. Water Tower and Summit and Cable Waterline Project: Mr. Conkel indicated that the WSRLF application has been submitted and will be received within 30 days. He indicated that the District will bid in the first quarter of 2017 and it will be a 1.5 year project.

8. OFFICE MANAGER'S REPORT

A. Resolution to Approve 2017 Burnham and Flowers Health Benefit Renewal: Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to approve Resolution No. 2016-051 authorizing the renewal of the Medical Mutual of Ohio package as quoted for health, vision, dental and life insurance coverage for employees, at an increase of 14.43 percent, for a 13 month contract. Upon roll call vote, all voted aye. Resolution No. 2016-051 was approved.

B. Resolution to Certify Delinquents to the LCA: Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to approve Resolution No. 2016-052, to certify delinquent

water and sewer service charges to the Licking County Auditor for collection. Upon roll call vote, all voted aye. Resolution No. 2016-052 was approved.

C. Website Upgrade Discussion: Ms. Loomis reported that Pataskala Council had complained about the district's website, and she presented information about the costs of an upgrade. There are certain updates the District staff can do; however, it would cost \$4,500 in order to perform a complete upgrade so that the site is not antiquated. She stated that customers have never complained. The board agreed that if Ms. Loomis believes it is necessary to spend the funds to upgrade the site, it should be a part of the 2017 budget.

D. Hydrant on Route 40: Ms. Loomis stated that the hydrant on Route 40 had been accessed without the District's consent. The hydrant is in front of Willowbrook Mobile Home Park. Mr. Gilcher commented that it is especially concerning for hydrants to be vandalized during colder months because the District has to drain the hydrant so that the water will not freeze in it. If the District does not know or promptly find the hydrant that has been vandalized, the necessary maintenance will not be done.

9. ATTORNEY'S REPORT

A. Blacks Road Agricultural Property: The discussion regarding this agenda item was held during the Public Forum.

B. Final Assessment Procedure: Ms. O'Keefe distributed a list of items that would need to be completed in order to finalize the assessments for the Taylor and Palmer Road Projects.

C. Palmer Road Property/Transfer of Assessments: There was a discussion regarding the transfer of a water and sewer tap and the associated assessments for the Vineyard Community Church. The assessments and taps are now attached to a small, unbuildable parcel acquired by Etna Township as part of the Palmer and Taylor Road Improvement Project. The township will be turning that lot over to the Vineyard Community Church when the project is completely finished. Ms. O'Keefe stated that the district had the authority to transfer the assessments and taps at the request of the property owners.

10. EXECUTIVE SESSION

None.

11. ADDITIONAL PUBLIC COMMENTS

None.

12. TRUSTEE COMMENTS

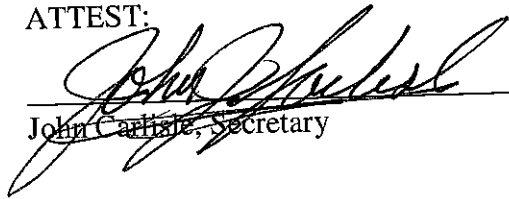
None.

13. **ADJOURNMENT**

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

The meeting was adjourned at 2: 08 pm.

ATTEST:



John Carlisle, Secretary