

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

**BOARD MEETING MINUTES
SEPTEMBER 12, 2017**

1. OPENING

The September 12, 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. Hill. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, CJ Gilcher, Kathy Killen, Sawyer Hill, and those members of the public who signed the September 12, 2017 sign-in sheet.

Our featured employee this meeting is Mr. Sawyer Hill, Water Department Operator.

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

Mr. Kretzmann made a motion, second by Mr. Fox to approve the minutes of the Board meeting of August 29, 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

Mr. Conkel discussed the letter received from Mr. Ronald Williams, who resides at 148 Westview Drive, regarding increased water usage due to an outside faucet being turned on. Mr. Conkel will send a letter to Mr. Ronald Williams regarding the policy of the District.

Mr. Conkel discussed the letter received from the Ohio Environmental Protection Agency regarding the Sanitary Survey. There are no major issues that require correction. Mr. Conkel stated that these mandatory surveys are conducted by the Ohio Environmental Protection Agency every three years.

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6. PUBLIC COMMENTS

There were no public comments at this time.

7. GENERAL MANAGER'S REPORT

WATER TREATMENT PLANT CONSTRUCTION UPDATE:

Mr. Conkel stated that the clear wells have been dug out and the contractor will do the first pour next week. Mr. Conkel stated that he will be placing project information and updates on the District website in the near future.

SUMMIT RIDGE TANK CONSTRUCTION UPDATE:

Mr. Conkel stated that the concrete has been poured for the foundation.

WASTEWATER TREATMENT SCREEN AWARD:

Mr. Conkel stated that he just needed Mr. Carlisle's signature for the award of the contract.

SUMMIT/CABLE WATER LINE MEETING:

Mr. Conkel stated the public meeting was held last Thursday, September 7, 2017 at 7:00 p.m. He stated that it wasn't as well received as he had thought it would be. He stated that there were a lot of residents at the meeting that thought the District would force them to hook up to the water service. Mr. Conkel stated that he discussed potential voluntary assessments with Mr. John Albers as an option for residents wishing to connect to the District's water service. The Board was in favor of allowing a voluntary assessment to be used for the tap fee.

WATER TREATMENT PLANT CONCENTRATE LINE:

Mr. Conkel stated that he is putting out an RFQ for engineers to design the Water Treatment Plant Concentrate Line.

8. OFFICE MANAGER'S REPORT

Mrs. Carrelli was attending Jury Duty.

MISCELLANEOUS:

Mr. Carlisle stated that the Board wanted to meet each employee and welcomed Mr. Hill to the meeting.

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Mr. Hill introduced himself and discussed his daily operations in the District.

9. ATTORNEY'S REPORT

Mr. Albers was not present at this meeting.

10. EXECUTIVE SESSION

There was no executive session at this meeting.

11. TRUSTEES' COMMENTS

Mr. Fox stated that he would like for Mr. Conkel to continue working with the West Licking Fire District regarding the future Bulk Meter Station project as both entities need to support each other. He stated that he supports the information that Mr. Conkel has given him thus far.

Mr. Kretzmann inquired about the future site of the Bulk Meter Station. Mr. Conkel stated that the District is trying to come to an agreement with the West Licking Fire District at their new location on Rt. 40.

Mr. Carlisle stated that he has received nothing but positive comments regarding the Palmer Road repaving.

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 1:29p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

September 12, 2017

SIGN BELOW:

NAME

ADDRESS

PHONE