

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

**BOARD MEETING MINUTES  
September 24, 2019**

**1. OPENING**

The September 24, 2019 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 CJ Gilcher, Kathy Killen, Josephine Carrelli and those members of the public who signed the September 24, 2019 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 Special Board meeting of September 11, 2019. 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. Carlisle seconded. Upon Roll Call vote, all voted aye. Motion carried.

Mr. Fox asked what the change order for Rock River Construction was for. Mr. Gilcher stated it was for realignment of the water main on Refugee Rd. and to move a hydrant to the other side of the road.

**5. COMMUNICATIONS**

Mr. Fox stated he received an email from a customer asking when the debt elimination charge would be removed from the bill. Mr. Carlisle stated that was included in the rate study that was completed and will be reviewed.

**6. PUBLIC COMMENTS**

Mr. and Mrs. Roeder and Mrs. Arthur were present to discuss an Ag deferred assessment that has become due. They came to the office September 12 and paid a

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portion of the assessment on the parcel they own. After Kim Shearer relayed that information to Mr. Albers he stated state law prohibits partial payments from being accepted as the entire amount is due so he advised the checks not be deposited until he speaks to the board again and there is a formal discussion and final decision made. There was some confusion regarding the payment because Kim thought the partial payment was discussed by the resident and Mr. Albers and that is why they came to the office as Mr. Albers had been handling it. The original parcel was split so the property no longer qualifies for the deferment. Much discussion followed and Mr. Albers called to join the discussion and explain the reasoning. The Board suggested they contact the title company to see if they could help settle the issue as they are concerned about being able to sell the property with the assessment issue not taken care of. The Board told them there was nothing they could do as it was a state law. Mrs. Arthur asked what law they were referring to and Mr. Fox stated he would make sure he got that information from Mr. Albers and pass it along to them.

Mr. Tony Fox was present to discuss an issue with a job ready site on Etna Parkway and Refugee Rd. There is a 10" sewer line along Mink St that was a part of the job ready site. There is no sewer line along Etna Parkway. Mr. Gilcher stated he spoke with a developer, Shai who was requesting service locations at the corner of Refugee Rd and Etna Parkway. Mr. Gilcher gave them 4 options for sanitary sites. The first one was Mink St, 10" sanitary sewer around 6,700 feet away requiring a pump station. The second option would be to the North, an 8" sanitary sewer that was extended to the AEP complex on the job ready site approximately 7,000 feet away, also requiring a sanitary pump station and there was some concern with capacity as it is only an 8" line. The South area, along SR 40 there is an 18" sanitary trunk main, approximately 7,000 feet away and would require a sanitary pump station but would most likely be able to accommodate the capacity depending on the user. The area to the East is approximately 3,600 feet away. It is a 12" sanitary at the corner of Columbia Rd and Refugee Rd. Mr. Gilcher stated they can most likely get there with gravity but the issue is the 12" line runs to a pump station that is at or near capacity so could have capacity issues in the future. Mr. Gilcher is estimating it would cost a million to a million and a half dollars to service the area, depending on an engineer's final review.

Mr. Tony Fox stated he was led to believe that coming from the South was the only option. Mr. Gilcher stated that would be his recommendation but is not the only option.

Mr. Tony Fox said it would make more sense for him to run from Mink St through the middle of the 325 acre parcel. He does not want to pay the whole cost to open the area up for other developers who are not sharing the cost.

Mr. Gilcher also mentioned a 10 year cost sharing option but it didn't seem to fit the need of Mr. Tony Fox.

Mr. Fox suggested the developers and all affected parties look into the 4 options provided and come up with a final plan.

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**7. GENERAL MANAGER'S REPORT**

**WATER TREATMENT PLANT CONSTRUCTION UPDATE:**

Mr. Gilcher stated they continue to work to finish the punch list items. The landscaping has been contracted and should be completed in the next month. He also stated they are currently working on cleaning the membrane system for the first time since operation started and the manufacturing is on site assisting with the process.

**SUMMIT TANK CONSTRUCTION UPDATE:**

Mr. Gilcher stated he is working with the engineer on the final pay application. There was a substantial delay on the project and the engineer felt some liquidated damages were due so they are in negotiations for those damages.

**PATASKALA CORPORATE PARK DEVELOPMENT DISCUSSION:**

Mr. Gilcher stated this was already discussed in public comments.

**WATER/SEWER CONTRACT WITH CITY OF PATASKALA:**

Mr. Carlisle stated they met this morning, Mr. Carlisle, Mr. Gilcher, Mr. Albers, and Mr. McCarter, Mr. Hickins, Mr. Sharrock, Mr. Walther and Mr. Zets (The attorney for Pataskala) and there were 4-5 things were brought up and discussed. Everyone at the table was in agreement. Sean McCarter with Albers and Albers is doing a red line version and should have it completed before the end of the business day 9/25. It should be discussed at the Pataskala City Council meeting on October 7, 2019.

**RESOLUTION TO APPROVE TAYLOR S CATHERINE P. CORUM EASEMENT:**

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

**RESOLUTION:**

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

**R 2019-052 RESOLUTION**

**WHEREAS:** the District deems that an easement for sanitary sewer purposes is necessary for the Water Treatment Center Concentrate Discharge Project; and

**THEREFORE:** the Board of Trustees hereby authorizes the General Manager to pay a sum not

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to exceed \$8000.00 to Taylor S. and Catherine P. Corum for said easement on  
Parcel No. 025-068472-00.000; and

**THAT IT 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. 2019-052 WAS APPROVED.**

**RESOLUTION TO APPROVE REFUGEE RD WATERLINE PROJECT CHANGE ORDERS #1 AND #2:**

Mr. Gilcher stated the change orders were for the realignment of the water main on Refugee Rd. and to move a hydrant to the other side of the road and shift a PRV vault over a little bit.

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

**RESOLUTION:**

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

**R 2019-053 RESOLUTION**

- 1. THE GENERAL MANAGER HAS REVIEWED AND RECOMMENDS APPROVAL OF CHANGE ORDER #1 AND CHANGE ORDER #2 TO ROCK RIVER CONSTRUCTION LTD FOR INCREASES IN QUANTITIES USED AND OTHER ITEMS AS SHOWN ON ATTACHED CHANGE ORDER #1 AND CHANGE ORDER #2.**
- 2. THE BOARD HEREBY APPROVES CHANGE ORDER #1 AND CHANGE ORDER #2 IN THE AMOUNT OF \$13,388.29 FOR A TOTAL ADJUSTED CONTRACT PRICE OF \$648,330.49 WITH ROCK RIVER CONSTRUCTION LTD, FOR THE REFUGEE ROAD WATER LINE IMPROVEMENTS PROJECT.**
- 3. THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE**

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**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. 2019-053 WAS APPROVED.**

**MISCELLANEOUS:**

Mr. Fox asked if an application for the EPA floodplain variance has been obtained for the water site up North. Mr. Gilcher stated it is currently between the county and property owner at this time.

Mr. Fox asked if there was any information on the property purchase. Mr. Carlisle they were waiting for a response from the real estate agent regarding the survey and the dates.

**8. OFFICE MANAGER'S REPORT**

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

**RESOLUTION:**

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

**R 2019-054 RESOLUTION TO CERTIFY DELINQUENT CUSTOMER ACCOUNTS TO THE LICKING COUNTY AUDITOR.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2019-054 WAS APPROVED.**

Mrs. Carrelli stated 51 door tags were left 9/23/19 and 43 customers remain on the list to be shut off Wednesday 9/25/19.

Mrs. Carrelli stated US Employee Benefits Services Groups contacted her to say they would not be providing a health insurance proposal as they cannot compete with the current coverage. She also provided another copy of the proposal Mr. Jim Organ provided in July. She reached out to him after the last meeting and let him know all proposals would be reviewed after this meeting to make sure there were

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no changes to what was provided. He stated the information may change and a new form fire process will have to take place as it been so long. The current proposal was changing the renewal date so she will have to reach out to him for more information.

She also stated our current broker for General Liability Insurance said they were attempting to obtain 4 quotes. 2 of the carriers have declined as they cannot compete with the existing coverage. They will be providing proposals from the current carrier and one additional one. There are also two additional brokers still working on proposals.

**9. ATTORNEY'S REPORT**

Mr. John Albers was not present at this meeting.

**10. EXECUTIVE SESSION**

Mr. Carlisle moved to adjourn into executive session pursuant to Ohio Revised Code 121.22 (G) (1), to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official Seconded by Mr. Fox

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

MOTION CARRIED.

Entered executive session at 4:04 p.m.

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

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

Motion Carried.

Returned from Executive Session at 4:15 p.m.

Mr. Carlisle made a motion, second by Mr. Fox to authorize Mr. Gilcher to advertise for two wastewater operators.

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

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**11. TRUSTEES' COMMENTS**

Mr. Fox asked about scheduling an open house for the new water treatment plant. It was decided to be scheduled for October 25, 2019, 1pm -3pm. It will be advertised on our bill and the website and invitations will be sent out to the townships and county officials. Light refreshments will be provided.

**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 4:19 p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

September 24, 2019

SIGN BELOW:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
Tony Fox	1474 Highpoint Rd. Newark OH 43055	614-578-4898
Alan Reeder Kay Reeder	8940 Indian Mound Pickerington	740-964-0299
SHARON ARTHUR	8922 INDIAN MOUND RD PICKERINGTON OH	614-519-9353