

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

**BOARD MEETING MINUTES
June 24, 2021**

1. OPENING

The June 24, 2021 Regular Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 4:00 p.m. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Kretzmann, Mr. Platte, and Mr. Stepp were present at roll call. Also present were Josephine Carrelli, CJ Gilcher, Andrew King and Chad Sims. The meeting was live streamed for public viewing.

2. ADOPTION OF AGENDA

Mr. Kretzmann made a motion, second by Mr. Stepp, 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. Stepp to approve the minutes of the Special Meeting of June 10, 2021 as presented. 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. Stepp seconded. Upon roll call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

There were no communications to report.

6. PUBLIC COMMENTS

There were no public comments.

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7. EXECUTIVE SESSION

Mr. Platte made a motion, second by Mr. Stepp, to enter into executive session pursuant to Ohio Revised Code 121.22 (G)(2)- To consider the purchase of property for public purposes.

Upon roll call vote, all voted aye.

Entered executive session at 4:02 p.m.

The three Board Members, Mr. Gilcher, Mr. King, Mr. Holton and Mr. Albers and or Mr. McCarter were included in the executive session.

Mr. Kretzmann made a motion, second by Mr. Platte to return from executive session. Upon roll call vote, all voted aye.

Returned from executive session at 4:31pm

Mr. Platte stated No resolution, rule, or formal action was taken during executive session.

8. GENERAL MANAGER'S REPORT

TIMMONS TEST WELL PROJECT UPDATE:

Mr. Gilcher stated the contractor has mobilized the rig to the property and started drilling Wednesday June 23. The well should be complete in the next few weeks. They will set the necessary screen and begin testing once drilling is complete.

HOLLOW ROAD WATERLINE EXTENSION PROJECT:

Mr. Gilcher stated they continue to move west on Hollow Rd for phase 1. Phase 2 is moving north on 310 towards Worthington Rd area. The check valve, some piping and some

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valves were put in for the booster station and they are in the process of setting the footer and the slab for the booster station to sit on.

RESOLUTION TO APPROVE USE & HOOK UP FOR THE SOUTHWEST LICKING SCHOOLS ATHLETIC COMPLEX PROJECT:

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

RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp.

R 2021-058

WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH THE BOARD OF TRUSTEES OF THE SOUTHWEST LICKING LOCAL SCHOOL DISTRICT FOR THE SOUTHWEST LICKING SCHOOLS WATKINS SCHOOL COMPLEX ATHLETIC BUILDING PROJECT ON DECEMBER 10, 2020; AND

WHEREAS: THE BOARD OF TRUSTEES OF THE SOUTHWEST LICKING LOCAL SCHOOL DISTRICT HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND

THEREFORE: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT BOARD OF TRUSTEES GRANTS CONDITIONAL ACCEPTANCE AND HEREBY APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP FOR THE SOUTHWEST LICKING SCHOOLS WATKINS SCHOOL COMPLEX ATHLETIC BUILDING PROJECT; UPON COMPLIANCE WITH AND PROVISION OF ALL ITEMS REQUIRED IN DISTRICT RULES & REGULATIONS SECTIONS 609 AND 610; 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. 2021-058 WAS APPROVED

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**RESOLUTION TO APPROVE AGREEMENT WITH EAGON & ASSOCIATES, INC
FOR HYDROGEOLOGICAL CONSULTING SERVICES FOR THE TIMMONS
TEST WELL NO 7 PROJECT:**

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

RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp.

R 2021-059

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 ASSOCIATIONS, INC. TO PROVIDE HYDROGEOLOGICAL CONSULTING SERVICES AS DESCRIBED IN THE ATTACHED AGREEMENT, AND

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH EAGON & ASSOCIATES, INC. IN AN AMOUNT NOT TO EXCEED \$31,896.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO.

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. 2021-059 WAS APPROVED.

RESOLUTION TO APPROVE AGREEMENT WITH JEFFERSON WATER AND SEWER DISTRICT AND THE FAIRFIELD COUNTY BOARD OF COUNTY COMMISSIONERS FOR THE SALE OF POTABLE WATER:

Mr. Gilcher explained the changes made to the agreement, He said Jefferson has already approved the agreement and Fairfield County will review if approved by Southwest Licking. Mr. Gilcher presented a resolution for the Board's consideration and approval:

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RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp.

R 2021-060

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT, FAIRFIELD COUNTY COMMISSIONERS AND THE JEFFERSON WATER & SEWER DISTRICT DESIRE TO ENTER INTO AN "EMERGENCY AGREEMENT FOR THE SALE OF POTABLE WATER" ATTACHED HERETO AS SHOWN SIGNIFICANTLY AS EXHIBIT A; AND

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE AGREEMENT AND AUTHORIZES THE PRESIDENT BOARD OF TRUSTEES TO SIGN THE AGREEMENT SUBJECT TO FINAL LEGAL REVIEW BY THE DISTRICTS LEGAL COUNSEL.

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. 2021-060 WAS APPROVED.

9. OFFICE MANAGER'S REPORT

RESOLUTION TO CERTIFY DELINQUENTS TO THE LCA:

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

RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp

R 2021-061

RESOLUTION TO CERTIFY TO THE LICKING COUNTY AUDITOR DELINQUENT CHARGES FOR SERVICE.

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IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD CONCERNING AND RELATING TO THE PASSAGE OF THIS RESOLUTION 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. 2021-061 WAS APPROVED.

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

RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp

R 2021-062

TO APPROVE CONTRACT FOR UPGRADED BILLING SOFTWARE FROM SSI (SOFTWARE SOLUTIONS INCORPORATED) AS PRESENTED TO THE BOARD IN THE AMOUNT OF \$44,230.00

IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD CONCERNING AND RELATING TO THE PASSAGE OF THIS RESOLUTION 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. 2021-062 WAS APPROVED.

10. ATTORNEY'S REPORT

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

RESOLUTION:

Mr. Platte made a motion, second by Mr. Stepp

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R 2021-063

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT IS IN NEED OF PROCURING LEGAL RESEARCH SERVICES FOR ITS LEGAL COUNSEL, AND;

WHEREAS: THE GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO AN ENGINEERING AGREEMENT WITH THOMPSON REUTERS TO PROVIDE THIS SERVICE AS DESCRIBED IN THE ATTACHED AGREEMENT, AND

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH THOMPSON REUTERS, INC. IN AN AMOUNT NOT TO EXCEED \$11,567.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO.

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. 2021-063 WAS APPROVED.

11. EXECUTIVE SESSION

Mr. Platte made a motion, second by Mr. Stepp, to enter into executive session pursuant to Ohio Revised Code 121.22 (G)(1)- To consider the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official. AND

Pursuant to Ohio Revised Code 121.22 (G)(8) To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, personal financial statement of an applicant for economic development assistance that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project

Upon roll call vote, all voted aye.

Entered executive session at 4:41 p.m.

The three Board Members, Mr. Gilcher, Mr. King and Mr. Sims were included in the (G)(1) executive session.

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The three Board Members, Mr. Gilcher and Mr. King were included in the (G)(8) executive session.

Mr. Kretzmann made a motion, second by Mr. Stepp to return from executive session. Upon roll call vote, all voted aye.

Returned from executive session at 5:23pm

Mr. Platte stated No resolution, rule, or formal action was taken during executive session.

12. TRUSTEES' COMMENTS

Mr. Platte stated the Board is aware there is a need to cover an extended leave of absence.

RESOLUTION:

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

R 2021-064

WHEREAS: THE DISTRICT HAS AN OPENING FOR THE COLLECTIONS SYSTEM SUPERVISOR POSITION DUE TO AN EXTENDED ABSENCE OF THE CURRENT COLLECTIONS SYSTEM SUPERVISOR; AND

WHEREAS: THE GENERAL MANAGER RECOMMENDS THAT JOSHUA HOLTON BE PLACED AS ACTING COLLECTIONS SYSTEM SUPERVISOR DURING THE ABSENCE OF THE CURRENT COLLECTIONS SYSTEM SUPERVISOR.

THEREFORE: THE BOARD OF TRUSTEES HEREBY APPOINTS JOSHUA HOLTON AS ACTING COLLECTIONS SYSTEM SUPERVISOR INDEFINITELY UNTIL FURTHER ACTION IS TAKEN BY THE GENERAL MANAGER WITH COMPENSATION AT \$32.96, WHILE HE SERVES IN THIS ROLE. UPON THIS ACTION BY GENERAL MANAGER, JOSHUA HOLTON SHALL RETURN TO HIS PREVIOUS POSITION, PAY, AND JOB DUTES. 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

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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. 2021-064
WAS APPROVED.**

Mr. Stepp made a motion, second by Mr. Kretzmann, to authorize the interim General Manager to suspend Kollin Johnson immediately for 40 hours without pay and place him on a 12 month probation period giving authority to the interim General Manger to terminate Mr. Johnson with any additional infraction without any further action from the Board.

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

Mr. Platte made a motion, second by Mr. Kretzmann, to authorize Mr. Gilcher to advertise for a class 3 waste water treatment operator. Upon Roll Call vote, all voted aye. Motion carried.

13. ADJOURNMENT

Mr. Platte made a motion, second by Mr. Stepp that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 5:27 p.m.

ATTEST:



TRENT STEPP, SECRETARY

SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

June 24, 2021 4:00pm (And Streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE

Chad CSims

614 989-0865