

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

**BOARD MEETING MINUTES
January 28, 2021**

1. OPENING

The January 28, 2021 Regular Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 4:00p.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 and CJ Gilcher. The meeting was live streamed for public viewing.

2. ADOPTION OF AGENDA

Mr. Platte requested to move the executive session to right after communications on the agenda.

Mr. Platte made a motion, second by Mr. Kretzmann, to approve the agenda as amended. 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 Organizational Board Meeting of January 14 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. Platte seconded. Upon roll call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

There were no communications.

6. 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.

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Upon roll call vote, all voted aye.

Entered executive session at 4:03pm.

The three Board Members and Mr. Gilcher were included in the executive session.
Mr. Albers was also included in the executive session via conference call.

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

Return from executive session at 5:30pm

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

7. GENERAL MANAGER'S REPORT

RESOLUTION TO APPROVE ETNA PARK 70 SCHUSTER WAY EAST PROJECT USE & HOOK UP:

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

RESOLUTION:

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

R 2021-007

WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH ETNA PARK 70 EAST, LLC. FOR THE SCHUSTER WAY EAST PROJECT ON JUNE 25, 2020; AND

WHEREAS: ETNA PARK 70 EAST, LLC. HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND

THEREFORE: THE BOARD OF TRUSTEES GRANTS CONDITIONAL ACCEPTANCE AND HEREBY APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN THE SCHUSTER WAY EAST 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,

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**INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.
UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2021-007
WAS APPROVED.**

**RESOLUTION TO APPROVE DOLLAR GENERAL ETNA PROJECT USE &
HOOK UP:**

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

RESOLUTION:

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

R 2021-008

**WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT
WITH LINDEN AVENUE, LLC. FOR THE DOLLAR GENERAL –
ETNA PROJECT ON OCTOBER 8, 2020; AND**

**WHEREAS: LINDEN AVENUE, LLC. HAS COMPLETED THE REQUIRED WATER
AND SANITARY SEWER LINE IMPROVEMENTS TO THE
SATISFACTION OF THE DISTRICT; AND**

**THEREFORE: THE BOARD OF TRUSTEES GRANTS CONDITIONAL ACCEPTANCE
AND HEREBY APPROVES THE WATER AND SEWER
INFRASTRUCTURE FOR USE AND HOOK UP IN THE SCHUSTER
WAY EAST 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. 2021-008
WAS APPROVED.**

**RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH THE
BOARD OF EDUCATION OF THE SWL LOCAL SCHOOL DISTRICT FOR THE
ETNA ELEMENTARY RENOVATION PROJECT:**

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

RESOLUTION:

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

R 2021-009

1. **RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH THE BOARD OF TRUSTEES OF THE SOUTHWEST LICKING LOCAL SCHOOL DISTRICT FOR THE SOUTHWEST LICKING SCHOOLS ETNA ELEMENTARY RENOVATION PROJECT;**
2. **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. 2021-009 WAS APPROVED.

MISCELLANEOUS:

Mr. Gilcher stated he would like to congratulate Seth Fox for passing his class 1 waste water operator exam. He would also like to congratulate Kim Shearer on her retirement and thank her for her 22 years of service and dedication to the District. Mr. Gilcher stated that her last day would be Friday 1/29.

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

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R 2021-010

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

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. 2021-010 WAS APPROVED.

Mrs. Carrelli stated that 8 customers had their services terminated for non-payment this month. 4 of those have already been turned back on.

9. ATTORNEY'S REPORT

Mr. Albers had nothing to present outside of the executive session.

10. TRUSTEES' COMMENTS

Mr. Platte also wanted to extend his congratulations to Kim Shearer and thank her for her years of service.

Mr. Kretzmann stated he would also like to thank Mrs. Shearer for her service. He said she did an excellent job working on the ag deferred project with Mr. Albers.

Mr. Kretzmann stated a rate study was completed 2 years ago and nothing was ever done with it. He stated Mr. Rennick, the District CPA, provided a road map at the last audit finance meeting regarding the rates and possible rate increase. Mr. Kretzmann provided a summary of the discussion with the CPA and asked the Board to review and get with Mrs. Killen with any questions. He stated a decision will need to be made by the end of the year so the more familiar everyone becomes with it, the better. Mrs. Killen stated she spoke with the company who completed the rate study to find out what would be needed to update that study. She was told it would take 3-4 months to complete it after they receive the required information. Mr. Kretzmann wants to make sure this comes up again at the next audit finance meeting so we can be prepared for 2022.

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Mr. Stepp stated after reviewing the 2021 meeting schedule he noticed a couple of conflicts with the meeting times. He stated the next meeting he would not be available to attend in person but would be able to join remotely. He stated there was another conflict this year due to pre-arranged travel. Mr. Kretzmann stated he was welcome to join remotely if needed.

11. 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 5:40 p.m.

ATTEST:



TRENT STEPP, SECRETARY

**SWLCWSD
OFFICE REPORT
01/28/21**

1) Connection Fees Collected

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$1,475,649.52	\$1,748,566.72	\$413,245.17	\$0.00	\$0.00	\$0.00	\$413,245.17
Sewer	\$1,320,917.88	\$1,351,113.99	\$247,385.00	\$0.00	\$0.00	\$0.00	\$247,385.00
Total	\$2,796,567.40	\$3,099,680.71	\$660,630.17	\$0.00	\$0.00	\$0.00	\$660,630.17

2) Billing Charges

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$2,723,072.58	\$2,797,884.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer	\$6,085,751.09	\$6,246,711.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$8,808,823.67	\$9,044,595.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

3) Capacity Fees

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$99,555.30	\$185,357.50	\$3,475.00	\$0.00	\$0.00	\$0.00	\$3,475.00
Sewer	\$109,980.30	\$196,337.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$209,535.60	\$381,695.00	\$3,475.00	\$0.00	\$0.00	\$0.00	\$3,475.00

4) Assessment Revenue

	2019	2020	2021	Total 2021
1st Half	\$695,562.52	\$472,378.86	\$0.00	\$0.00
2nd Half	\$547,574.19	\$370,687.93	\$0.00	\$0.00
Total	\$1,243,136.71	\$843,066.79	\$0.00	\$0.00

Cash in Bank	As of 01/26/21	As of 01/25/20
	\$18,722,356.73	\$15,149,942.58
*Does not allow for future expenses		
Loan Payment Due 07/01/21	\$3,000,000.00	\$3,200,000.00
Balance Available	\$15,722,356.73	\$11,949,942.58

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REGULAR BOARD MEETING

January 28, 2021 4:00pm (Streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE