

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

**BOARD MEETING MINUTES
October 27, 2021**

1. OPENING

The October 27, 2021, Special Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 2:00 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, and Andrew King. The meeting was also live streamed for public viewing.

2. ADOPTION OF AGENDA

Mr. Platte 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. Platte to approve the minutes of the Regular Meeting of October 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

Ms. Deb Moore submitted an email to be read during the meeting. She wanted to thank the Board for attempting to develop a collaborative and cooperative working relationship with the Etna Township Trustees regarding the new development and the cost to provide those services.

6. PUBLIC COMMENTS

There were no public comments.

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O.Box 215 Etna, Ohio 43018
69 Zellers Lane Pataskala, Ohio 43062
Phone (740)927-0410 Fax (740)927-4700

7. GENERAL MANAGER'S REPORT

HOLLOW ROAD WATERLINE EXTENSION PROJECT:

Mr. Gilcher stated they are finishing up bacteriological sampling for Phase I. They are filling the lines to begin testing for Phase II. The booster station passed testing and should be ready for startup next week.

RESOLUTION TO APPROVE WAGRAM WASTEWATER TREATMENT FACILITY DESIGN REQUEST FOR QUALIFICATIONS:

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

RESOLUTION:

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

R 2021-098

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO DESIGN THE WAGRAM WASTEWATER TREATMENT FACILITY WITHIN ITS SERVICE TERRITORY TO SERVICE EXISTING AND FUTURE CUSTOMERS, AND;

THEREFORE: THE BOARD OF TRUSTEES HEREBY AUTHORIZES THE GENERAL MANAGER TO DRAFT AND ADMINISTER A "REQUEST FOR QUALIFICATIONS" PROCESS FOR THE DESIGN OF THE WAGRAM WASTEWATER TREATMENT FACILITY AS MENTIONED ABOVE.

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.

Much discussion followed regarding the funding of this project. Approving this resolution to begin the design process does not mean the funding is currently available for the project. The Board continues to work with developers and local entities to come up with the way to fund this and future projects due to the growth in the area.

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UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2021-098 WAS APPROVED.

**RESOLUTION TO APPROVE USE & HOOKUP FOR THE SCANNELL
PROPERTIES #463 DISTRIBUTION FACILITY-BUILDING A PROJECT:**

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

RESOLUTION:

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

R 2021-099

WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH SCANNELL PROPERTIES #463, LLC., FOR THE SCANNELL DISTRIBUTION FACILITY – BUILDING A PROJECT ON APRIL 29, 2021; AND

WHEREAS: SCANNELL PROPERTIES #463, 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 SCANNELL DISTRIBUTION FACILITY – BUILDING A 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.

Mr. Gilcher stated he should have the remaining required items today. All requirements must be met to continue with use and hook up.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2021-099 WAS APPROVED.

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8. OFFICE MANAGER'S REPORT

WATER SHUT OFFS:

Mrs. Carrelli provided a copy of the water shut off list. She stated there were 35 tags left on Monday and 9 customers were shut off for non-payment today. 4 of those were paid to be turned back on.

RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR:

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

RESOLUTION:

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

R 2021-100

RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR AS ATTACHED.

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. 2021-100 WAS APPROVED.

GENERAL LIABILITY INSURANCE:

Mrs. Carrelli stated all the updated information for the general liability proposal has been provided to the broker. She stated it currently looks like we will only have one proposal as other companies do not wish to bid because they are not competitive. She hopes to have the proposal for the next meeting.

9. ATTORNEY'S REPORT

Mr. King stated he spoke with Ken Oswalt regarding the money the County received. He said there be around \$10 million left to be apportioned out around the County.

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There has been a lot of interest and applications for the funds so they are now creating a formal application process. He continues to have those conversations with the County.

Mr. King has also continues to have discussions with developers and said there seems to be a willingness to have discussions with Etna about a TIF that would potentially fund some of the project. He will continue to have those conversations and see where it goes. He also stated he and Mr. Gilcher have been discussing the "will serve" letters process and possibly revising the letter and development agreement and changing the way that process is handled to try and capture some of these issues earlier in the process.

Mr. Kretzmann asked about guaranteeing water to future developers. Mr. Gilcher stated capacity is never guaranteed.

10. EXECUTIVE SESSION

There was no executive session.

11. TRUSTEES' COMMENTS

Mr. Platte asked about the outcome of the smoke testing in Etna. Mr. Gilcher stated there was some broken clean outs found and about 3 homes with no traps or dry traps. He also stated this time of year when the air is heavy, it can trap some of that odor coming out of homes vent stacks in the early morning hours.

Mr. Kretzmann asked if there were any issues with the heavy rain in the last week. Mr. Gilcher stated there were no issues.

Mr. Stepp stated he appreciates the cooperation and help with trying to figure out how to get some of the development that is happening in Etna Township and the surrounding area dealt with without putting the burden on the current customers.

12. 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 2:22 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

SPECIAL BOARD MEETING

October 14, 2021, 2:00pm (And streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE

Josephine Carrelli

From: Dplaza <
Sent: Tuesday, October 26, 2021 12:22 PM
To: Josephine Carrelli
Subject: Re: SWL Water and Sewer

Thank you. This is what I would have said/read:

Southwest Licking water and sewer board members,

I would like to take this opportunity to thank the members of this board for attempting to develop a collaborative and cooperative working relationship with the Etna Township Trustees. Mr. Stepp's letter revealed a level of professionalism and strong desire to work with the trustees, while maintaining integrity to the consumers of the SWL District. I've repeatedly ask this board to stand up to developers who have infrastructure needs costing millions and millions of dollars to provide those monies, or a way to obtain that money while holding the existing consumers harmless for their development desires. Thank you for protecting your customers.

Deb Moore

Sent from my iPhone

On Oct 26, 2021, at 10:24 AM, Josephine Carrelli <jcarrelli@swlcws.com> wrote:

Good morning,

They do typically read communications or comments submitted. If you have something I would be glad to pass it along for you.

Thank you,

*Josephine Carrelli
Office Manager
Southwest Licking Community Water and Sewer District*

*740-927-0410 ext 111
740-927-4700 Fax*

From: Dplaza <
Sent: Tuesday, October 26, 2021 9:14 AM
To: Josephine Carrelli <jcarrelli@swlcws.com>
Subject: Re: SWL Water and Sewer

Hi Josephine,

**SWLCWSD
OFFICE REPORT
10/27/21**

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	\$693,098.50	\$1,135,495.70	\$637,879.93	\$358,411.30	\$2,824,885.43
Sewer	\$1,320,917.88	\$1,351,113.99	\$473,988.22	\$853,707.00	\$504,981.84	\$64,602.00	\$1,897,279.06
Total	\$2,796,567.40	\$3,099,680.71	\$1,167,086.72	\$1,989,202.70	\$1,142,861.77	\$423,013.30	\$4,722,164.49

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	\$692,733.08	\$757,185.18	\$807,024.43	\$0.00	\$2,256,942.69
Sewer	\$6,085,751.09	\$6,246,711.20	\$1,556,968.03	\$1,693,913.31	\$1,695,684.28	\$0.00	\$4,946,565.62
Total	\$8,808,823.67	\$9,044,595.32	\$2,249,701.11	\$2,451,098.49	\$2,502,708.71	\$0.00	\$7,203,508.31

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	\$17,722.50	\$62,897.50	\$36,280.00	\$0.00	\$116,900.00
Sewer	\$109,980.30	\$196,337.50	\$14,247.50	\$60,117.50	\$53,515.00	\$0.00	\$127,880.00
Total	\$209,535.60	\$381,695.00	\$31,970.00	\$123,015.00	\$89,795.00	\$0.00	\$244,780.00

4) Assessment Revenue

	2019	2020	2021	Total 2021
1st Half	\$695,562.52	\$472,378.86	\$302,195.30	\$302,195.30
2nd Half	\$547,574.19	\$370,687.93	\$249,139.14	\$249,139.14
Total	\$1,243,136.71	\$843,066.79	\$551,334.44	\$551,334.44

Cash in Bank	As of 10/25/21	As of 10/24/20
	\$24,373,043.71	\$19,005,605.19
*Does not allow for future expenses		
Loan Payment Due 01/01/22	\$3,000,000.00	\$3,200,000.00
Balance Available	\$21,373,043.71	\$15,805,605.19