

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

**BOARD MEETING MINUTES
December 30, 2021**

1. OPENING

The December 30, 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. Mr. Kretzmann, Mr. Platte, and Mr. Stepp were present at roll call. Also present were Josephine Carrelli, CJ Gilcher, Kathy Killen, Andrew King, and those members of the public who signed the sign in sheet. The meeting was also live streamed for public viewing.

2. ADOPTION OF AGENDA

Mr. Gilcher added an item to the GM report. Joe Crea with Raftelis will be connecting virtually to go over a proposal. A G2 executive session to discuss the purchase of property was also added to the agenda per Mr. King's request. Mr. Kretzmann made a motion, second by Mr. Stepp, to approve the agenda as amended and 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 December 9, 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.

6. PUBLIC COMMENTS

There were no public comments.

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7. GENERAL MANAGER'S REPORT

JOE CREA/RAFTELIS PROPOSAL:

Mr. Crea with Raftelis spoke with the Board virtually to give them some background information on his company and explain his proposal to review capacity and tap fees.

HOLLOW ROAD WATERLINE EXTENSION PROJECT:

Mr. Gilcher stated the booster station and phase 1 are substantially complete and are moving towards final completion. The hydrostatic testing was completed for phase II and they are working on completing the bacteriological testing. Hopefully in the next couple of weeks the line can be deemed as substantially complete and be up and ready to serve customers.

RESOLUTION TO APPROVE GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT FOR THE PATASKALA CORPORATE PARK AND SURROUNDING AREAS SANITARY SEWER PROJECT:

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

RESOLUTION:

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

R 2021-112

RESOLUTION TO ACCEPT A \$4,175,000.00 GRANT FROM THE OHIO DEPARTMENT OF DEVELOPMENT FOR THE PATASKALA CORPORATE PARK AND SURROUNDING AREAS SANITARY SEWER PROJECT.

THE BOARD AUTHORIZES THE BOARD PRESIDENT TO SIGN THE GRANT AGREEMENT, ATTACHED HERETO AS EXHIBIT A, WHICH IS NECESSARY TO RECEIVE THESE FUNDS AND TO EXECUTE ANY RELATED DOCUMENTS NECESSARY TO COMPLETE THE TRANSFER OF THE FUNDS.

THE BOARD AUTHORIZES THE GENERAL MANAGER TO TAKE ALL NECESSARY STEPS TO COMPLY WITH THE TERMS OF THE GRANT, SUCH AS REPORTING AS REQUIRED, AND TO WORK WITH THE DISTRICT ACCOUNTANT, AS IS NECESSARY TO SATISFACTORILY COMPLETE THESE GRANT REQUIREMENTS.

THAT IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD OF TRUSTEES CONCERNING AND RELATING TO THE ADOPTION OF THIS RESOLUTION

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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. 2021-112 WAS APPROVED.

RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH C5 ETNA 2, LLC:

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

RESOLUTION:

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

R 2021-113

- 1. RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH C5 ETNA 2, LLC., FOR THE MINK STREET INDUSTRIAL 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. 2021-113 WAS APPROVED.

RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH THE CUBES AT ETNA 70 BUILDING E, LLC:

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

RESOLUTION:

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

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R 2021-114

RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH THE CUBES AT ETNA 70 BUILDING E, LLC., FOR THE CUBES AT ETNA 70 BUILDING E PROJECT;

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. 2021-114 WAS APPROVED.

RESOLUTION TO APPROVE USE & HOOKUP FOR THE HOMESTEAD OF THE BORDERS PLACE, SECTION 3, PART 1 PROJECT:

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

RESOLUTION:

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

R 2021-115

WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH MARONDA HOMES, LLC. OF OHIO, FOR THE HOMESTEAD OF THE BORDERS PLACE, SECTION 3, PART 1 PROJECT ON DECEMBER 10, 2020; AND

WHEREAS: MARONDA HOMES, LLC. OF OHIO 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 HOMESTEAD OF THE BORDERS PLACE, SECTION 3, PART 1 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

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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. 2021-115 WAS APPROVED.

RESOLUTION TO AUTHORIZE NATIONAL ROAD WELLFIELD-WELLS#7, #8 & #9, PROJECT FOR QUALIFICATIONS PROCESS:

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

RESOLUTION:

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

R 2021-116

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO DESIGN THE NATIONAL ROAD WELLFIELD - WELLS #7, #8, & #9 PROJECT 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 NATIONAL ROAD WELLFIELD - WELLS #7, #8, & #9 PROJECT 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.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2021-116 WAS APPROVED.

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RESOLUTION TO AUTHORIZE TRUCK PURCHASE FROM RICART FORD FOR THE WATER DIVISION:

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

RESOLUTION:

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

R 2021-117

RESOLUTION TO AUTHORIZE THE PURCHASE OF A 2022 FORD F-250 EXT. CAB TRUCK FOR THE WATER DEPARTMENT IN THE AMOUNT OF \$41,365.00 FROM RICART FORD, COLUMBUS, OHIO.

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. 2021-117 WAS APPROVED.

8. OFFICE MANAGER'S REPORT

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. Stepp

R 2021-118

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

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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. 2021-118 WAS APPROVED.

9. ATTORNEY'S REPORT

Mr. King stated discussions continue to happen and he plans to have a follow up call with David Hodge regarding how they plan to move forward with the funding for the relief sewer.

10. EXECUTIVE SESSION

Mr. Kretzmann made a motion, second by Mr. Stepp, to enter executive session Pursuant to Ohio Revised Code 121.22 (G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. The 3 board members and Mr. King were included in the executive session and the District's attorney Mr. Matt Teetor joined via telephone. 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. The 3 board members, Mr. King and Mr. Gilcher were invited into the executive session. AND

Pursuant to Ohio Revised Code 121.22 (G)(2) To consider the purchase of property for public purposes. The 3 board members, Mr. King and Mr. Gilcher were invited into the executive session.

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Upon roll call vote, all voted aye.

Entered executive session at 4:32 p.m.

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 5:55pm

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

11. TRUSTEES' COMMENTS

Mr. Platte made a motion, second by Mr. Kretzmann to authorize the GM to move forward with Raftelis for the water and sewer capacity fee evaluation and miscellaneous financial services not to exceed \$35,000.00.

Upon roll call vote, all voted aye. Motion carried.

Mr. Stepp stated he continues to be bothered by the term of debt elimination. He stated he understands the District needs the revenue and needs to pay the debt but would like some professional guidance on how to re-market that revenue because calling it debt elimination gives the belief that the fee will go away and the reality is the debt will never be eliminated.

Mr. Platte wished everyone a safe and happy new year.

Mr. Kretzmann stated he appreciates everything the employees have done over the year and looks forward to a better 2022.

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
5:59 p.m.

ATTEST:



Trent Stepp, Secretary

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

December 30, 2021, 4:00pm (And streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE

**SWLCWSD
OFFICE REPORT
12/30/21**

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	\$618,570.44	\$3,085,044.57
Sewer	\$1,320,917.88	\$1,351,113.99	\$473,988.22	\$853,707.00	\$504,981.84	\$251,869.87	\$2,084,546.93
Total	\$2,796,567.40	\$3,099,680.71	\$1,167,086.72	\$1,989,202.70	\$1,142,861.77	\$870,440.31	\$5,169,591.50

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	\$524,113.91	\$2,781,056.60
Sewer	\$6,085,751.09	\$6,246,711.20	\$1,556,968.03	\$1,693,913.31	\$1,695,684.28	\$1,120,531.11	\$6,067,096.73
Total	\$8,808,823.67	\$9,044,595.32	\$2,249,701.11	\$2,451,098.49	\$2,502,708.71	\$1,644,645.02	\$8,848,153.33

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
	\$1,243,136.71	\$843,066.79	\$551,334.44	\$551,334.44

Cash in Bank	As of 12/28/21	As of 12/27/20
	\$22,424,897.58	\$17,820,882.26
*Does not allow for future expenses		
Loan Payment Due 07/01/22	\$3,000,000.00	\$3,200,000.00
Balance Available	\$19,424,897.58	\$14,620,882.26