

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

**BOARD MEETING MINUTES
February 11, 2021**

1. OPENING

The February 11, 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 (via video feed) 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. Kretzmann made a motion, second by Mr. Platte, 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 January 28, 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

Mr. Gilcher stated Mr. Tom Frederick sent an email with questions regarding the MOU that was presented to St Albans Township Trustees. Mr. Platte provided some background regarding the MOU and St Albans Township. He stated the MOU provided to St Albans was changed and a red lined copy was provided to the District. Mr. Platte stated the changes that were made defeats the purpose of the MOU and the District has no interest in moving forward with the revised MOU that was provided by St. Albans Township.

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P.O.Box 215 Etna, Ohio 43018
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6. GENERAL MANAGER'S REPORT

**RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH DR
HORTON-INDIANA, LLC DBA WESTPORT HOMES FOR ELLINGTON VILLAGE
SECTION 8-2 PROJECT:**

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

RESOLUTION:

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

R 2021-011

1. **RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH DR HORTON – INDIANA, LLC. DBA. WESTPORT HOMES, FOR THE ELLINGTON VILLAGE SECTION 8, PART 2 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. 2021-011
WAS APPROVED.**

**RESOLUTION TO APPROVE AGREEMENT WITH GREAT LAKES
COMMUNITY ACTION PARTNERSHIP:**

Mr. Gilcher stated this is for a required environmental site assessment for the USDA funding and Mr. Albers recommended the Great Lakes Community Action Partnership for the project. Mr. Albers drafted the agreement and resolution.

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

RESOLUTION:

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

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R 2021-012

1. **THE BOARD OF THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HEREBY APPROVES THE INDEPENDENT CONTRACTOR AGREEMENT WITH THE GREAT LAKES COMMUNITY ACTION PARTNERSHIP, AS PRESENTED.**
2. **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. 2021-012 WAS APPROVED.

DENIAL OF SERVICE LETTER-1042 CITATION DR HARRISON TOWNSHIP (MICHAEL & SHEENA WILSON):

Mr. Gilcher stated this is a part of 8 parcels that are in Harrison Township but the District does not have water service. This is pursuant to the contract with City of Pataskala.

Mr. Kretzmann made a motion, second by Mr. Platte, to approve the denial of service letter for 1042 Citation Dr and for the letter to be sent to City of Pataskala. Upon roll call vote, all voted aye. Motion carried.

HOLLOW ROAD WATERLINE EXTENSION PROJECT PHASES 1 AND 2 UPDATE:

Mr. Gilcher stated there was a preconstruction meeting last week and anticipates construction will begin in the next couple of weeks.

SR310 INTERCONNECT PROJECT UPDATE:

Mr. Gilcher stated he met with the City of Pataskala regarding the interconnect. There is a service territory swap that will be happening once the extension project is complete. The City of Pataskala has signed an agreement with Hull to perform the engineering services for the project.

RATE STUDY DISCUSSIONS:

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Mr. Gilcher stated there was a summary page provided to the Board at the last meeting for review. He asked if there were any questions and asked for direction on where to go from here.

Mr. Kretzmann asked if there was an estimate to update the rate study. Mr. Gilcher stated it would be around \$6,500 to update the study.

Mr. Platte asked how long it would take for the study to be completed. Mr. Gilcher stated they said it would take 3-6 months after they received all the required information.

Mr. Platte stated he thought it would be a good idea to update the study as it is a few years old. Mr. Kretzmann wants to have the information to be ready for the fall to determine a rate increase for 2022. Mr. Gilcher will try to confirm a definitive timeframe for the rate study to be completed and for the Board to decide how to proceed.

EMPLOYEE EVALUATIONS:

Mr. Gilcher stated the employee evaluations have been completed and are available for review.

He also wanted to congratulate Bryan Hill on passing his class 1 waste water operator license test.

7. OFFICE MANAGER'S REPORT

Mrs. Carrelli had nothing to report.

8. ATTORNEY'S REPORT

Mr. Albers was not present.

9. EXECUTIVE SESSION

Mr. Kretzmann made a motion, second by Mr. Platte, 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 4:20pm.

The three Board Members and Mr. Gilcher 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.

Return from executive session at 5:03pm

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

Mr. Platte made a motion, second by Mr. Kretzmann, to enter into executive session pursuant to ORC 121.22 (G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are subject of pending or imminent court action.

Upon roll call vote, all voted aye.

Entered executive session at 5:05pm.
The three board members and the District's legal counsel were included in the executive session.

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

Return from executive session at 5:35pm

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

10. TRUSTEES' COMMENTS

Mr. Stepp thanked the other board members for allowing to join the meeting remotely.

11. ADJOURNMENT

Mr. Platte 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 5:37 p.m.

ATTEST:



TRENT STEPP, SECRETARY

Josephine Carrelli

From: Tom Frederick <t >
Sent: Thursday, February 11, 2021 1:48 PM
To: Chris Gilcher; Josephine Carrelli
Cc: 'Bruce Lane'
Subject: Public Comments

CJ & Josephine, I have the following questions for the Board of Trustees for the meeting today from St. Albans Township:

1. Concerning the original MOU that the District presented to the St. Albans Twp. Trustees and the amended MOU done by the Licking County Prosecutor's office is the District willing to meet to discuss some questions the Township has about the original MOU. One of those question is about the clause on Page #2 stating the Township will reimburse the District for expenses. Or is the District not willing to change any part of the MOU and not discuss some of the amendments presented by the revised MOU?
2. The amended MOU has serval areas within it that ties down the service areas of the 2010 & 2013 amended service area map. Why can not the District agree to those amendment since they were agreed to back in 2010 and 2013 when the District entered into the agreement with the Licking County Commissioners in 2010.
3. Is the Board of Trustees willing to include St. Albans Township within the District and have a voting member on the Board of Trustees? In my opinion Jersey Township should be also included. St. Albans Township requested the Licking County Prosecutor's to prepare an Application for Inclusion of Territory under ORC 6119.05. After they r search the original charter/ resolution that created the Southwest Community Water and Sewer District only the Board of Trustees can approve expanding the voting members of the Broad of Trustees. ORC 6119.05 can be done expand the District area, but that does not guarantee a voting member on the Board of Trustees.
4. This question relates to the Hollow Road water line expansion project and the question is has the property owners within the expansion area received any notice from the District on this upcoming expansion project?

Thomas D. Frederick – St. Albans Township Zoning Inspector

**SWLCWSD
OFFICE REPORT
02/11/21**

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 | \$554,352.94 | \$0.00 | \$0.00 | \$0.00 | \$554,352.94 |
| Sewer | \$1,320,917.88 | \$1,351,113.99 | \$319,860.00 | \$0.00 | \$0.00 | \$0.00 | \$319,860.00 |
| Total | \$2,796,567.40 | \$3,099,680.71 | \$874,212.94 | \$0.00 | \$0.00 | \$0.00 | \$874,212.94 |

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 | \$224,975.05 | \$0.00 | \$0.00 | \$0.00 | \$224,975.05 |
| Sewer | \$6,085,751.09 | \$6,246,711.20 | \$510,534.37 | \$0.00 | \$0.00 | \$0.00 | \$510,534.37 |
| Total | \$8,808,823.67 | \$9,044,595.32 | \$735,509.42 | \$0.00 | \$0.00 | \$0.00 | \$735,509.42 |

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 02/10/21 | As of 02/09/20 |
| | \$19,032,631.73 | \$15,527,187.23 |
| *Does not allow for future expenses | | |
| Loan Payment Due 07/01/21 | \$3,000,000.00 | \$3,200,000.00 |
| Balance Available | \$16,032,631.73 | \$12,327,187.23 |

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

February 11, 2021 4:00pm (Streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE