

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

**SPECIAL BOARD MEETING MINUTES
August 12, 2021**

1. OPENING

The August 12, 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, 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. 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 Regular Meeting of July 29, 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

Mrs. Carrelli stated there was an email that was sent by Mr. Evans provided for the Board. It was sent to each board member's email as well.

6. PUBLIC COMMENTS

Mr. Mark Evans was present to discuss an email he sent to the Board members on 8/12/21 prior to the meeting. The email is on file at the District office.

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Mrs. Deb Moore wanted to reiterate that the developers should be incurring the cost for any upgrades for the development on 310 and it is not passed on to the current customers.

Mr. Jim Duffy asked about a MOU with Jersey and St Albans Township that said they would not place the cost for any development on the existing customers. He also asked if the District has an insurance to pay for all the attorneys they are using. He referenced Taft, Mr. Albers, and the hiring of Mr. King. He asked if all those expenses came out of the general fund.

Mr. Kretzmann said the District must pay for all attorney fees and those expenses come out of the general fund just like salaries and utilities.

Mr. Duffy said he hopes the developers, or the government pay for the sewer replacement along Refugee Rd. and not the current customers.

Mr. Duffy asked about an article he read regarding lead pipes and saw where Mr. Sims signed off stating there were no lead pipes in the District and just wanted to verify that because there are a lot of old developments.

Mr. Gilcher stated there are some older subdivisions that the District took over but he is not aware of any lead pipes. He said most are a hard plastic pipe.

Mr. Evans asked about getting a credit for a pool fill. He asked water through Southwest Licking and sewer through Fairfield County. Mr. Gilcher advised him to check with Fairfield County regarding their pool fill policy and said they do read our meters to base their sewer bills on.

7. GENERAL MANAGER'S REPORT

TIMMONS TEST WELL PROJECT UPDATE:

Mr. Gilcher stated the screen has been constructed and is currently in route to the test well location. They hope to have it installed within the next couple of weeks.

HOLLOW ROAD WATERLINE EXTENSION PROJECT:

Mr. Gilcher stated both contractors are continuing to move along SR310 and Hollow Rd. He said there are looking at around a 14 day delay due to weather and other items.

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STATE ROUTE 310/REFUGEE ROAD SANITARY SEWER STUDY UPDATE

Mr. Gilcher stated he had a meeting with the consultant regarding the initial study and amendment. He said they looked at a couple different options and they are moving forward with vetting those options to see if they can do them or not. This is to hopefully lower the cost and expedite the process.

PATASKALA CORPORATE PARK AND SURROUNDING AREAS SANITARY SEWER EXTENSION PROJECT REQUEST FOR QUALIFICATIONS UPDATE:

Mr. Gilcher, Josh Holton, Bryan Hill, and Mel Weaver reviewed the request for qualifications.

Mr. Gilcher stated that AE Com was the "high score" so he will be working with them to see if they can come up with a contract. If they are unable to, the District has the right to go with the next one and that would be Stantec.

RESOLUTION TO APPROVE ENGINEERING AGREEMENT WITH SCHORR ARCHITECTS INC. FOR THE ZELLERS LANE ADMINISTRATIVE BUILDING REHABILITATION ASSESSMENT:

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

RESOLUTION:

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

R 2021-076

THAT THE BOARD HEREBY APPROVES THE ENGINEERING AGREEMENT WITH SCHORR ARCHITECTS, INC., FOR THE ZELLERS LANE ADMINISTRATION BUILDING REHABILITATION ASSESSMENT, 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.**

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Mr. Stepp asked who would be working with them to determine the needs of the building. Mr. Gilcher stated that Mrs. Carrelli would be involved and welcomed the board's input as well.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2021-076 WAS APPROVED.

8. OFFICE MANAGER'S REPORT

Mrs. Carrelli stated she had some paperwork from Park National Bank that needed the Board signatures from the sweep account that was approved at the last meeting.

9. ATTORNEY'S REPORT

Mr. King had nothing to report.

10. EXECUTIVE SESSION

There was no executive session.

11. TRUSTEES' COMMENTS

Mr. Platte stated a meeting is being scheduled with the commissioners regarding the potential funding available for the District. He said there were 6-7 projects they were looking at submitting for consideration.

He also stated is aware of some development projects in Pataskala that will need some development agreements that might need some additional discussion with the Board.

Mr. Stepp stated he wanted to thank the members of the public who attended the meeting. He said he appreciates the public involvement.

Mr. Kretzmann asked Mr. Gilcher to briefly provide the projects being considered for potential funding.

Mr. Gilcher provided the following information:

The Pataskala Corporate Park sanitary sewer project will be around \$8 million.

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The Refugee Rd pump station rehabilitation will be around \$1.5 million.
SR 161 water tower project design will be about \$2.5 million
161 WWTP project design will be between \$6 million and \$8 million
Wagram WWTP design in West Etna Township will be around \$20 million
Construction project Summit Road force main project will be around \$1.5 million

Mr. Kretzmann wanted to thank and commend Mr. Gilcher for what he has been able to accomplish while juggling both positions and what he gives to the District. Mr. Gilcher stated it takes a great team to make it all work.

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 2:28 p.m.

ATTEST:



TRENT STEPP, SECRETARY

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740-927-0410

SPECIAL BOARD MEETING

August 12, 2021, 2:00pm (And streamed online for public viewing)

SIGN BELOW:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
MARK EVANS	91 OLDF NORTH CHURCH RD ETNA OH 43147	614-831-4600
Deb Moore	35 Grist Mill Ct	614 565-6469
Jim Drffy	27 Daisy Dr	

**SWLCWSD
OFFICE REPORT
08/12/21**

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	\$378,469.98	\$0.00	\$2,207,064.18
Sewer	\$1,320,917.88	\$1,351,113.99	\$473,988.22	\$853,707.00	\$344,388.18	\$0.00	\$1,672,083.40
Total	\$2,796,567.40	\$3,099,680.71	\$1,167,086.72	\$1,989,202.70	\$722,858.16	\$0.00	\$3,879,147.58

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	\$263,363.73	\$0.00	\$1,713,281.99
Sewer	\$6,085,751.09	\$6,246,711.20	\$1,556,968.03	\$1,693,913.31	\$556,390.09	\$0.00	\$3,807,271.43
Total	\$8,808,823.67	\$9,044,595.32	\$2,249,701.11	\$2,451,098.49	\$819,753.82	\$0.00	\$5,520,553.42

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	\$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	\$0.00	\$0.00
	\$1,243,136.71	\$843,066.79	\$302,195.30	\$302,195.30

Cash in Bank	As of 08/10/21	As of 08/0920
	\$22,259,822.81	\$16,215,783.15
*Does not allow for future expenses		
Loan Payment Due 01/01/22	\$3,000,000.00	\$3,200,000.00
Balance Available	\$19,259,822.81	\$13,015,783.15