

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

**BOARD MEETING MINUTES
August 26, 2021**

1. OPENING

The August 26, 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. 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, Josh Holton, Chad Sims 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. Platte requested to add a G2 executive session to 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 Special Meeting of August 12, 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 to report.

6. PUBLIC COMMENTS

There were no public comments.

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7. GENERAL MANAGER'S REPORT

TIMMONS TEST WELL PROJECT UPDATE:

Mr. Gilcher stated they received the well screen but it was 10 feet too short. It was determined the contractor ordered it incorrectly. They are working on getting the correct one expedited but it does come from California and they are custom made.

HOLLOW ROAD WATERLINE EXTENSION PROJECT:

Mr. Gilcher stated the booster station is scheduled to arrive the first week of September. In phase 1 the water lines have been filled up to Watkins Rd. For phase 2 they are doing the directional bore along State Route 310.

STATE ROUTE 310/REFUGEE ROAD SANITARY SEWER STUDY UPDATE:

Mr. Gilcher stated he received the amendment from the consultant. He went over the 3 different options that were looked at. The Much discussion followed regarding the different options and costs involved. Mr. Gilcher stated the report would be released to the developers. The District will be gathering all the facts and the Board will be waiting for a recommendation from Mr. Gilcher on how to proceed.

WATER/SANITARY TAP & CAPACITY FEE REVIEW:

Mr. Gilcher stated the tap fees and capacity fees have not been increased since 2010 and he recommends that we start to look at those fees and see if they need to be increased.

RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH SCANNELL PROPERTIES #463, LLC FOR THE TOLLGATE ROAD SW AND NATIONAL ROAD SW ROADWAY IMPROVEMENTS PROJECT:

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 2021-077

- 1. RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH SCANNELL PROPERTIES #463, LLC. FOR THE TOLLGATE ROAD SW AND NATIONAL ROAD SW ROADWAY IMPROVEMENTS PROJECT; AND**
- 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. 2021-077 WAS APPROVED.

8. OFFICE MANAGER'S REPORT

Mrs. Carrelli provided a copy of the water shut off list. She stated there were 33 tags left on Monday 8/23 and 5 customers were shut off for non-payment on Wednesday 8/25. 3 of those have paid and been turned back on at this time.

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. Stepp

R 2021-078

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

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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. 2021-078 WAS APPROVED.

9. ATTORNEY'S REPORT

There was no attorney report.

10. EXECUTIVE SESSION

Mr. Platte made a motion, second by Mr. Stepp, to enter into 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 subject of pending or imminent court action.

The 3 board members, and Mr. Teetor (via telephone conference) was included in the executive session. AND

Pursuant to Ohio Revised Code 121.22 (G)(1) To consider the appointment, employment, dismissal, promotion, demotion or compensation of a public employee or official. The 3 board members were included in the executive session at first.

Mr. Gilcher, Mr. Sims, Mr. Holton and Mrs. Carrelli 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 and Mr. Gilcher were included in the executive session. 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 and Mr. Gilcher were included in the executive session.

Upon roll call vote, all voted aye.

Entered executive session at 4:26 p.m.

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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 6:33pm

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. Stepp to accept the resignation of Mason Bader. Upon roll call vote, all voted aye. Motion Carried.

Mr. Platte made a motion, second by Mr. Stepp to authorize Mr. Kretzmann to execute a letter of intent for the purchase of property with Lanndale Farms pending final legal review. Upon roll call vote, all voted aye. Motion Carried.

Mr. Stepp stated he responded to the email sent by Mr. Evans that was addressed at the last meeting. His main focus was the allegation that the chief legal counsel was hired improperly. Mr. Stepp stated that the Board used outside legal counsel specializing in employment law to draft the job description and the MOU. He stated they identified a qualified candidate that was referred by a Board member. He feels the hire was proper and done openly and effectively in an at will employment fashion with a candidate experienced in the public sector and is doing a great job for the District. He also said he is happy to speak to Mr. Evans or anyone else who may have any additional questions.

Mr. Platte stated he agrees with Mr. Stepp.

Mr. Kretzmann stated he spoke with Mr. Evans before the meeting and also said anyone with concerns is welcome to contact the board directly.

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 6:37 p.m.

ATTEST:



TRENT STEPP, SECRETARY

**SWLCWSD
OFFICE REPORT
08/26/21**

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	\$384,545.99	\$0.00	\$2,213,140.19
Sewer	\$1,320,917.88	\$1,351,113.99	\$473,988.22	\$853,707.00	\$359,439.18	\$0.00	\$1,687,134.40
Total	\$2,796,567.40	\$3,099,680.71	\$1,167,086.72	\$1,989,202.70	\$743,985.17	\$0.00	\$3,900,274.59

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

Cash in Bank	As of 08/24/21	As of 08/23/20
	\$22,530,680.95	\$16,662,864.09

*Does not allow for future expenses

Loan Payment Due 01/01/22	\$3,000,000.00	\$3,200,000.00
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Balance Available	\$19,530,680.95	\$13,462,864.09
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