

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

**SPECIAL BOARD MEETING MINUTES  
February 17, 2022**

**1. OPENING**

The February 17, 2022, Special 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 CJ Gilcher, Josephine Carrelli, Andrew King, Mel Weaver, Josh Holton, and those members of the public who signed the sign in sheet. The meeting was also streamed live for public viewing.

**2. ADOPTION OF AGENDA**

Mr. Platte made a motion, second by Mr. Stepp, to approve the agenda as presented.

Mr. Stepp stated he was going to recuse himself from the meeting as a trustee and join as a resident during the discussion of the Wagram Wastewater Treatment Plant project as the firm he works for is partnering with one of the firms that is presenting their proposal. He will not be part of the decision-making process.

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

**3. PUBLIC COMMENTS**

There were no public comments.

**4. DISCUSSION OF WAGRAM WASTEWATER TREATMENT CENTER  
PROJECT PROPOSALS**

Mr. Gilcher stated AE Com and CDM Smith were the two firms that were short listed, and they are going to be making a presentation to the Board. Mr. Gilcher introduced the District staff and Board members to the representatives from AE Com before they started their presentation.

Mr. John Krinks, the project manager, introduced the team from AE Com and went over a power point presentation of their proposal.

There was a brief recess at 5:00pm to give the next firm time to get set up.

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Mr. Gilcher introduced the District staff and Board members to the representatives from CDM Smith before they started their presentation.

Ms. Erin Stachler, the project manager, introduced the team from CDM and went over a power point presentation of their proposal.

There was a brief recess to give CDM Smith time to pack up and leave the meeting.

**5. EXECUTIVE SESSION**

Mr. Platte made a motion, second by Mr. Kretzmann, to enter into executive session 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. This applies to chapter 715 and 5709 of the ORC. The 3 board members, Mr. King and Mr. Gilcher were invited into the executive session.

Upon roll call vote, all voted aye.

Entered executive session at 6:08 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 6:36 pm

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

**6. TRUSTEES' COMMENTS**

There were no trustee comments.

**7. 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 6:36 p.m.

ATTEST:

  
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Trent Stepp, Secretary