

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

**BOARD MEETING MINUTES  
June 9, 2022**

**1. OPENING**

The June 9, 2022, 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, 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 Ashley Furniture fire line leak and a resolution to approve contract for the Summit Rd forcemain project to the General Manager Report.

Mr. Kretzmann made a motion, second by Mr. Platte, to approve the agenda as amended and presented.

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

**3. APPROVAL OF MINUTES**

Mr. Stepp made a motion, second by Mr. Platte to approve the minutes of the Special Meeting of May 26, 2022, and the Regular Meeting of May 26, 2022, 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**

There were no communications to report.

**6. PUBLIC COMMENTS**

Mr. Gary Burkholder had some questions regarding the Sheetz development. He asked about comments that were made on the TRC and wanted to know if he could receive a copy of the

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comments. He also asked if they would have water and sewer services from the District. Mr. Gilcher explained that sewer services are on the site but there are capacity issues right now so he thinks they are planning on using a septic system until those capacity issues are alleviated.

Mr. Burkholder also asked about the Sabatino development behind Speedway and if the Wagram Wastewater Plant would need to be online before that project could proceed. Mr. Gilcher said there have been discussions with the developer on the possibility of a short upsizing of the gravity main to get the project started and hopefully Wagram will be online as the phases build out.

**7. GENERAL MANAGER'S REPORT**

**ASHLEY FURNITURE FIRE LINE LEAK:**

Mr. Gilcher stated that at around 6:00pm on Wednesday evening they noticed a drop in the Water tower in the Prologis area so inspectors were out searching for a water line break. It was determined to be a fire main leak at the Ashley Furniture complex on their private system. He estimates it to be around 750,000 gallons of water lost in the 3–4-hour period.

It did go through the meter so they will be billed for the water. He said the fire department is aware and he met with someone from West Licking Fire at the site. They are working with Ashley Furniture to get it repaired. At this time, it is shut off and they are on a fire watch.

**WAGRAM WASTEWATER TREATMENT CENTER UPDATE:**

Mr. Gilcher stated that geotechnical drillers were on site completing their study to determine the soil conditions. He said District employees are working with the engineers on a preliminary site plan to send to County planning to start that process with them.

**RESOLUTION TO APPROVE EASEMENT AGREEMENT WITH SCENIC VIEW ESTATES, LLC:**

Mr. Gilcher stated this easement was needed as they just found out the liftstation that was built in the 1990s was outside of the right of way.

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

**RESOLUTION:**

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

**R 2022-048**

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**WHEREAS: THE DISTRICT DEEMS THAT AN EASEMENT FOR SANITARY SEWER PURPOSES IS NECESSARY FOR THE MIDDLE GROUND SANITARY SEWER LIFT STATION; AND**

**THEREFORE: THE BOARD OF TRUSTEES HEREBY AUTHORIZES THE GENERAL MANAGER TO PAY A SUM OF THREE THOUSAND SEVEN HUNDRED NINETY DOLLARS (\$3,790.00) TO SCENIC VIEW ESTATES, LLC.. FOR SAID EASEMENT ON PARCEL NO. 064-068087-00.000; AND**

**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. 2022-048 WAS APPROVED.**

**RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH CCBI HOMES FOR THE ROYAL ACRES SECTION 2, PHASE 2 PROJECT:**

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

**RESOLUTION:**

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

**R 2022-049**

- 1. RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH CCBI HOMES, FOR THE ROYAL ACRES SECTION 2, PHASE 2 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. 2022-049 WAS APPROVED.**

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**RESOLUTION TO APPROVE ENGINEERING AGREEMENT WITH SALAS O'BRIEN FOR THE CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE REFUGEE ROAD PUMP STATION:**

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

**RESOLUTION:**

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

**R 2022-050**

**WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO CONSTRUCT THE REFUGEE ROAD PUMP STATION PROJECT TO SERVICE EXISTING AND FUTURE CUSTOMERS, AND;**

**WHEREAS: THE ACTING GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO AN ENGINEERING AGREEMENT WITH SALAS O'BRIEN TO PROVIDE SANITARY SEWER CONSTRUCTION ADMINISTRATION SERVICES AS DESCRIBED IN THE SCOPE OF SERVICES, AND;**

**THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH SALAS O'BRIEN IN AN AMOUNT NOT TO EXCEED \$10,000.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO PENDING FINAL REVIEW BY DISTRICT LEGAL COUNSEL, AND;**

**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, MR. PLATTE AND MR. KRETZMANN VOTED AYE. MR. STEPP ABSTAINED.**

**RESOLUTION NO. 2022-050 WAS APPROVED.**

**RESOLUTION TO APPROVE ENGINEERING AGREEMENT WITH AMERICAN STRUCTUREPOINT, INC FOR DESIGN SERVICES FOR THE UNION TOWNSHIP WATERLINE EXTENSION PROJECT:**

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

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**RESOLUTION:**

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

**R 2022-051**

**WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO DESIGN THE UNION TOWNSHIP WATERLINE EXTENSION PROJECT TO SERVICE FUTURE CUSTOMERS, AND;**

**WHEREAS: THE ACTING GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO AN ENGINEERING AGREEMENT AMERICAN STRUCTUREPOINT, INC. TO PROVIDE WATERLINE DESIGN SERVICES AS DESCRIBED IN THE SCOPE OF SERVICES, AND;**

**THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH AMERICAN STRUCTUREPOINT, INC. IN AN AMOUNT NOT TO EXCEED \$460,320.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO PENDING FINAL REVIEW BY DISTRICT LEGAL COUNSEL, AND;**

**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. 2022-051 WAS APPROVED.**

**RESOLUTION TO APPROVE REQUEST FOR QUALIFICATIONS FOR THE WAGRAM WASTEWATER TREATMENT CENTER PROJECT CONSTRUCTION MANAGER AT RISK:**

Mr. Gilcher stated the advantages to using the Construction Manager at Risk are to be able pre-procure equipment and hopefully expedite the project.

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

**RESOLUTION:**

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

**R 2022-052**

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**WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO DESIGN AND CONSTRUCT THE WAGRAM WASTEWATER TREATMENT CENTER 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 CONSTRUCTION MANAGER AT RISK (CMAR) 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. 2022-052 WAS APPROVED.**

**RESOLUTION TO APPROVE CONTRACT WITH PRECISE BORING OF OHIO FOR THE SUMMIT ROAD FORCE MAIN PROJECT:**

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

**RESOLUTION:**

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

**R 2022-053**

- 1. WHEREAS THE DISTRICT IS IN NEED OF INSTALLING THE SUMMIT ROAD FORCEMAIN PROJECT, AND**
- 2. WHEREAS THE GENERAL MANAGER SOLICITED BIDS FROM CONTRACTING COMPANIES AND THE DISTRICT RECEIVED BIDS FROM THE CONTRACTING COMPANIES AS SHOWN ON EXHIBIT A, AND**
- 3. WHEREAS THE GENERAL MANAGER HAS REVIEWED THE BIDS AND RECOMMENDS THAT THE DISTRICT ENTER INTO A CONTRACT WITH PRECISE BORING OF OHIO, LLC. TO COMPLETE THE PROPOSED PROJECT FOR CONSTRUCTION OF THE SANITARY SEWER FORCE MAIN AND OTHER APPURTENANCES, AND**
- 4. THEREFORE THE BOARD OF TRUSTEES APPROVES THE CONTRACT FOR PRECISE BORING OF OHIO, LLC. TO PROVIDE THE SUMMIT ROAD FORCE MAIN**

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**PROJECT IN AN AMOUNT NOT TO EXCEED \$2,126,166.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE NOTICE OF AWARD ATTACHED HERETO AND ALL OTHER PROJECT RELATED DOCUMENTS, AND**

**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. 2022-053 WAS APPROVED.**

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli had nothing to present.

**9. ATTORNEY'S REPORT**

Mr. King had nothing to report.

**10. EXECUTIVE SESSION**

Mr. Platte made a motion, second by Mr. Kretzmann, to enter into executive session 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 three board members, Mr. Gilcher and Mr. King were invited into the executive session with Mrs. Carrelli and Mrs. Killen being called in as needed. AND

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Pursuant to Ohio Revised Code 121.22 (G)(2) To consider the purchase of property for public purposes. The three board members, Mr. Gilcher and Mr. King 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. This is for the extension of water and/or sewer services and will include Ch 5709 73-75, and 715.72 of the Ohio Revised Code. The three board members, Mr. King and Mr. Gilcher were included in the executive session.

Upon roll call vote, all voted aye.

Entered executive session at 4:28 p.m.

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

Returned from executive session at 5:51pm

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

**11. TRUSTEES' COMMENTS**

Mr. Platte stated that with all the projects going on, the District has the need for an engineering consultant to work with the GM for general engineering services.

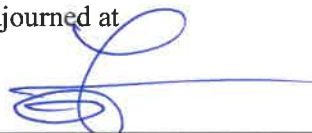
Mr. Platte made a motion, seconded by Mr. Stepp to authorize the General Manager to prepare an RFQ for general engineering services for the District.

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

**12. ADJOURNMENT**

Mr. Stepp 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  
5:53 p.m.

ATTEST:



**Trent Stepp, Secretary**