

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

SPECIAL BOARD MEETING MINUTES

July 21, 2022

1. OPENING

The July 21, 2022, 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. Stepp 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. 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.

4. COMMUNICATIONS

There were no communications to report.

5. PUBLIC COMMENTS

Mr. Robert Stillwell was at the meeting to ask if a property he owns in Kirkersville can be connected to the District's water system. The well went bad and the tenant's have a water truck in their driveway that they are getting their water from. He provided a map that shows the house is 175 feet from the fire hydrant. He wanted to know if water could be run to his house.

Mr. Gilcher stated the District does serve the school and Flying J within the Village of Kirkersville. He said he drove by this property before the meeting, and it would require an extension of services to be able to serve it. The water main stops at the fire hydrant. He said it is up to the Village of Kirkersville to allow the District to extend services.

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Mr. Platte stated the Village meets again on August 3, 2022, and he is willing to go and speak to them. His concern is the right of way fee that is around \$10,000.00 and thinks the discussion needs to take place.

Mr. Gilcher will reach out to the Village regarding the August 3 meeting.

Mr. Stillwell also had a comment about a property he is working on that is located on Refugee Rd with a drainage issue. He said the County needs an easement before they dig and they are currently working with an attorney. He said he would be coming back in within the next 30 days to try and get everything together but plans to start digging in the next 10 days. He said he plans to do a directional bore over the top of the water line and underneath the sewer line.

Mr. Gilcher said the District's Rules and Regulations and Ohio's Administrative Code requires 18" of vertical separation between the storm line and the water main so he wanted Mr. Stillwell to be aware of that guideline.

Mr. Stillwell said that would not work due to the Licking River being right there.
Mr. Gilcher stated he cannot vary from Administrative Code.

Ms. Molly Gwin, an attorney for AMH development, Michael Medvedkov, VP of land acquisitions and Randy Robert came to the meeting to present a request to get a reimbursement of some costs through tap fee credits. Ms. Gwin said they have been working on an agreement with Mr. King and Mr. Gilcher for several months and thinks they are close but there are some extra items to iron out before they proceed. AMH will be demolishing an old lift station and constructing a new one and will be reimbursed for that cost with tap fee credits. They are requesting an additional credit towards tap fees in the amount of \$337,000 due to the cost to upsize some lines in excess of what they feel is required. Much discussion followed.

Mr. Platte stated he wanted to speak to Mr. Gilcher and get a better understanding of the situation but would be happy to discuss it at the next meeting on August 11.

6. GENERAL MANAGER'S REPORT

SWL/CITY OF PATASKALA SR 310 INTERCONNECT UPDATE:

Mr. Gilcher stated the connections are now complete and they are waiting for the electric to be hooked up by Energy Coop. They placed the vault for the meter and the sump pump and the project is moving forward as planned. He said a letter was sent out to the affected residents from the City with Chris Sharrock's signature and Mr. Gilcher's signature that explains what will happen with the meter switch out. He said it has been great to work with Mr. Sharrock and Trent from the City of Pataskala. The District hopes to start the meter change out process in August, pending the delivery of the meters that were ordered several months ago.

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WAGRAM WASTEWATER TREATMENT CENTER UPDATE:

Mr. Gilcher stated they continue to work on site plans so they can get a preliminary Plan to the planning commission for their review. The project is moving forward. He also wanted to mention he did receive two request for qualifications for the Construction Manager at Risk for that project and they will be reviewed by staff to short list contractors for the project.

SR 161 ELEVATED WATER STORAGE TANK UPDATE

Mr. Gilcher stated he received a preliminary site plan from CDM Smith and is working on that review. He said they have met with several bulk water station manufacturers and the project is moving forward as planned. The USDA loan application has been submitted and they are working through some questions regarding that. There is an estimated completion date of late 2024-2025 for this project.

SUMMIT ROAD FORCE MAIN PROJECT UPDATE:

Mr. Gilcher stated there was a preconstruction meeting yesterday, July 20 with the contractor and representatives from City of Pataskala, Etna Township and City of Reynoldsburg. He said the contractor has already requested a change order for timing. They have requested 45 days and the District countered with 30 days so he is waiting to see how that will progress.

7. OFFICE MANAGER'S REPORT

RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR:

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

RESOLUTION:

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

R 2022-071

RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR AS ATTACHED.

IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD CONCERNING AND RELATING TO THE PASSAGE OF THIS

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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 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. 2022-071 WAS APPROVED.

8. ATTORNEY'S REPORT

Mr. King had nothing to report.

9. EXECUTIVE SESSION

Mr. Platte made a motion, second by Mr. Stepp, to enter into executive session 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 Mr. Sean McCarter joined via phone. 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 will begin the executive session and will invite in Mr. King and Mr. Gilcher in when necessary.

Upon roll call vote, all voted aye.

Entered executive session at 2:40 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 4:47 p.m.

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

10. TRUSTEES' COMMENTS

There were no trustee comments.

11. 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 4:48 p.m.

ATTEST: _____


Trent Stepp, Secretary

**SWLCWSD
OFFICE REPORT
07/21/22**

1) Connection Fees Collected

	2020	2021	1st Qtr. 2022	2nd Qtr. 2022	3rd Qtr. 2022	4th Qtr. 2022	Total 2022
Water	\$1,748,566.72	\$3,302,569.87	\$703,684.76	\$106,164.20	\$97,911.00	\$0.00	\$907,759.96
Sewer	\$1,351,113.99	\$2,160,023.93	\$396,249.60	\$114,795.20	\$115,543.00	\$0.00	\$626,587.80
Total	\$3,099,680.71	\$5,462,593.80	\$1,099,934.36	\$220,959.40	\$213,454.00	\$0.00	\$1,534,347.76

2) Billing Charges

	2020	2021	1st Qtr 2022	2nd Qtr. 2022	3rd Qtr. 2022	4th Qtr. 2022	Total 2022
Water	\$2,797,884.12	\$3,020,543.16	\$723,798.34	\$768,868.34	\$0.00	\$0.00	\$1,492,666.68
Sewer	\$6,246,711.20	\$6,596,057.67	\$1,609,156.07	\$1,665,348.79	\$0.00	\$0.00	\$3,274,504.86
Total	\$9,044,595.32	\$9,616,600.83	\$2,332,954.41	\$2,434,217.13	\$0.00	\$0.00	\$4,767,171.54

3) Capacity Fees

	2020	2021	1st Qtr. 2022	2nd Qtr. 2022	3rd Qtr. 2022	4th Qtr. 2022	Total 2022
Water	\$185,357.50	\$91,740.00	\$52,948.13	\$695.00	\$0.00	\$0.00	\$53,643.13
Sewer	\$196,337.50	\$84,095.00	\$52,948.12	\$695.00	\$0.00	\$0.00	\$53,643.12
Total	\$381,695.00	\$175,835.00	\$105,896.25	\$1,390.00	\$0.00	\$0.00	\$107,286.25

4) Assessment Revenue

	2020	2021	2022	Total 2022
1st Half	\$472,378.86	\$302,195.30	\$164,451.34	\$164,451.34
2nd Half	\$370,687.93	\$249,139.14	\$0.00	\$0.00
Total	\$843,066.79	\$551,334.44	\$164,451.34	\$164,451.34

Cash in Bank	As of 07/20/22	As of 07/19/21
	\$24,290,041.76	\$21,899,429.82
*Does not allow for future expenses		
Loan Payment Due 01/01/23	\$3,000,000.00	\$3,200,000.00
Balance Available	\$21,290,041.76	\$18,699,429.82