

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

**BOARD MEETING MINUTES  
August 25, 2022**

**1. OPENING**

The August 25, 2022, Regular 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 and Mr. Platte were present at roll call. Also present were CJ Gilcher, Josephine Carrelli, 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. Mr. Stepp arrived at 2:01pm.

**2. ADOPTION OF AGENDA**

Mr. Platte requested to add a G3 to the executive sessions and to move Executive Session to be discussed right after public comments.

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

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

**3. APPROVAL OF MINUTES**

Mr. Platte made a motion, second by Mr. Kretzmann to approve the minutes of the Regular Meeting of August 11, 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**

Ms. Deb Moore submitted a comment via email that she requested be read during the meeting. Mr. Gilcher read her comment as follows:

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“The Schools would like to thank Mr. Platte for meeting with them and sharing the different activities that are occurring within the water district and school district.”

Mr. Jim Duffy said he found a bunch of old paperwork he has had for years that pertains to the rate increases through the years and there was also a study to compare the District rates to other entities. He said it might be nice to have an updated one for customers to review if the rates change. He also has a letter about the debt elimination fee and how the District's priority was to eliminate debt elimination fee. He asked Mr. Gilcher if there would be different EPA requirements at the Wagram Wastewater plant than at the Gale Rd plant.

Mr. Gilcher said the requirements would be the same.

Mr. Ron Sabatino stated he didn't intend to offend anyone, but to speak facts. He said the District has in essence shut down all business and development opportunities in Etna Township for 3 years. He said he is not here to dwell on the past but hopes to have meaningful dialogue to reduce the timeframe to where appropriate action can be taken to open business opportunities for Etna Township. He said there has been dialogue but no meaningful progress in the past year. He wanted to know what the schedule is for the Wagram Wastewater Plant and also for the function of the plant.

Mr. Kretzmann stated that most records are public records, and he is privy to all public records. Mr. Sabatino asked if there was a schedule. Mr. Gilcher said there was a preliminary schedule, and he will make sure Mr. Sabatino receives a copy of it. Mr. Sabatino said there has been recent communication that made it clear that even when the Wagram plant is online, that the overwhelming majority of Etna Township, east of 310, will still not have adequate capacity to fulfill the needs of Etna Township. He said he thinks it's important to have meaningful discussion on how to look in advance to fill those existing imminent needs as well as the future needs for all serviceable vacant lands that are between the new school and the plant that will be developed over the next short term.

Mr. Platte stated there was an agenda item to discuss expanding the Gale Rd facility.

Mr. King wanted to add that he appreciates the dialogue with Mr. Sabatino and his group and hopes he can see that the things he has been saying to the District have been heard and he hopes he can appreciate that.

Mr. Stepp stated it is a difficult time from a material standpoint to get things nailed down very specifically for a schedule standpoint. It is difficult to start looking out into the future during the design phase of a project. He said they are doing everything they can to get as much information as they can and make it available as possible but a lot of it is hard to be determined at this time.

Mr. Gary Burkholder stated he doesn't know exactly what document Mr. Sabatino requested but he would like to get a copy of the same schedule. He also wanted to confirm when the rate study presentation would be. Mrs. Killen stated it was scheduled for the September 8 meeting. Mr. Burkholder said he would like to request the balance sheet for the District that shows the assets and liabilities.

Mr. Sabatino asked for the balance sheet as well.

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**7. 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. AND

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 3 board members, Mr. King and Mr. Gilcher were invited into the executive session. AND

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 the subject of pending or imminent court action. The 3 board members and Mr. King were included in the executive session and the District's attorney Mr. Teetor joined via telephone.

Upon roll call vote, all voted aye.

Entered executive session at 2:17 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 3:32 p.m.

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

**8. GENERAL MANAGER'S REPORT**

**SWL-CITY OF PATASKALA SR 310 INTERCONNECT PROJECT UPDATE:**

Mr. Gilcher stated the interconnect and final grading is complete. He said the water department and office staff have been working with the customers to get the meters Switched out and the project is progressing as planned.

**GALE ROAD ENVIRONMENTAL CONTROL FACILITY PHASE II PROJECT:**

Mr. Gilcher said the District is aware of some heavy development coming into the District

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not only now but in the near future. He said the new Wagram wastewater facility will help take some of the flow but he feels it is important to stay on top of the needs and plan for the future. He asked the Board to allow him to proceed on design for Phase II. He said this way they will be ready and will have the design part done to be able to proceed with when necessary. This would be an expansion from the current capacity of 2.65 million gallons per day to an increased capacity of 4.3 million gallons per day as permitted by the EPA.

Mr. Stepp made a motion, seconded by Mr. Platte to authorize Mr. Gilcher to move forward with the RFQ process for the Gale Road Phase II expansion.

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

**YORK ROAD WATER TREATMENT CENTER PHASE II PROJECT:**

Mr. Gilcher stated just like with the expansion of the wastewater facility, he feels it is necessary to move forward with the design process for the expansion of the water treatment center. It was commissioned in 2009 with a 3 million gallons per day capacity and the expansion would bring it to 5 million gallons per day capacity. This is just the design process to have readily available when the funding mechanisms and the need for the expansion are in place.

Mr. Platte made a motion, seconded by Mr. Stepp, to authorize Mr. Gilcher to move forward with the RFQ process for the design and planning of the York Road Water Treatment Center, Phase II project.

Discussion:

Mr. Stepp wanted to clarify we were not talking about cost about this point.

Mr. Gilcher stated his plan would be to fully move forward with design at this time and have that plan ready to move on when appropriate. They would select the engineer and negotiate the cost once the design is complete.

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

**SR 161 WATERLINE IMPROVEMENTS PHASE II PROJECT:**

Mr. Gilcher stated that the design for the Phase I project, from SR 310, west to Harrison Rd, is complete and ready to go. He said there has been some inquiry about the Phase II project and his understanding is the Board wanted to move forward once those projects could be funded. He said there have been some development inquiries for the water line and he is requesting a motion to authorize him to proceed with the RFQ process for design of the Phase II project.

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Mr. Stepp made a motion, seconded by Mr. Kretzmann to authorize Mr. Gilcher to move forward with the RFQ process for the design of the SR 161 Waterline Improvements Phase II project.

Upon roll call vote, Mr. Kretzmann and Mr. Stepp voted aye. Mr. Platte abstained.  
Motion passed.

**RESOLUTION TO APPROVE AGREEMENT WITH ARCADIS US, INC FOR  
ENGINEERING SERVICES FOR THE SR 161 INTEGRATED UTILITY MASTER  
PLAN:**

Mr. Gilcher presented a resolution for the Board's consideration and approval:  
He said this would cover the area of SR 161 sewer district 9. The project is a view of population and the District can effectively serve that area. This will also look at how the project will be funded and where infrastructure should be located based on the needs of the area.

**RESOLUTION:**

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

**R 2022-081**

**WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO DRAFT AN INTEGRATED UTILITY MASTER PLANNING DOCUMENT AND PROVIDE ENGINEERING SERVICES FOR THE SR 161 SERVICE TERRITORY TO SERVICE FUTURE CUSTOMERS, AND;**

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

**THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH ARCADIS, INC. IN AN AMOUNT NOT TO EXCEED \$1,075,000.00 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.**

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**UPON ROLL CALL VOTE, MR. KRETZMANN AND MR. STEPP VOTED AYE. MR. PLATTE ABSTAINED.  
RESOLUTION NO. 2022-081 WAS APPROVED.**

**RESOLUTION TO APPROVE AGREEMENT WITH ADR & ASSOCIATES, LTD  
FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE SR 310 &  
WORTHINGTON ROAD WATERLINE IMPROVEMENTS PROJECT:**

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

**RESOLUTION:**

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

**R 2022-082**

**WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO CONSTRUCT THE SR 310 & WORTHINGTON ROAD WATERLINE IMPROVEMENTS PROJECT TO SERVICE FUTURE CUSTOMERS WITH A HIGH QUALITY DEPENDABLE SUPPLY OF DRINKING WATER; AND,**

**WHEREAS: THE GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO AN ENGINEERING AGREEMENT WITH ADR & ASSOCIATES, LTD. TO PROVIDE CONSTRUCTION ADMINISTRATIVE SERVICES AS DESCRIBED IN THE SCOPE OF SERVICES; AND,**

**THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH ADR & ASSOCIATES, LTD. IN AN AMOUNT NOT TO EXCEED \$28,000.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO.**

**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. KRETZMANN AND MR. STEPP VOTED AYE. MR. PLATTE ABSTAINED.  
RESOLUTION NO. 2022-082 WAS APPROVED.**

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**AUDIT UPDATE:**

Mrs. Killen stated that the audit has officially started. She said there is an engagement letter that needs Mr. Kretzmann's signature and a questionnaire that needs to be completed by one of the Board members.

**9. OFFICE MANAGER'S REPORT**

**RESOLUTION OF ASSESSMENT FOR HOLLOW ROAD WATERLINE EXTENSION PROJECT:**

Mrs. Carrelli stated they had one resident sign up for the voluntary assessment option to Connect to water via the Hollow Road Waterline Extension Project.

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

**RESOLUTION:**

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

**R 2022-083**

**WHEREAS, THE BOARD OF TRUSTEES HAS HERETOFORE ESTABLISHED THE HOLLOW ROAD WATERLINE EXTENSION PROJECT (HEREIN, THE "PROJECT"); AND,**

**WHEREAS, THE PLANS, SPECIFICATIONS, PROFILES, AND ESTIMATES OF COST OF THE PROJECT HAVE BEEN PREPARED AND SUBMITTED FOR THE PROJECT, AND ARE ON FILE IN THE OFFICE OF THE SECRETARY OF THIS BOARD OF TRUSTEES; AND,**

**WHEREAS, THE BOARD PASSED RESOLUTION 2021-109, PASSED AND EFFECTIVE ON DECEMBER 9, 2021, DECLARING THE NECESSITY TO CONSTRUCT THE PROJECT; NOW, THEREFORE,**

***BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:***

- 1. THAT THE ACTUAL COST OF THE HOLLOW ROAD WATERLINE EXTENSION PROJECT HAS BEEN ASCERTAINED AND ALL ASSESSMENTS HAVE BEEN ADJUSTED ACCORDINGLY, AS REQUIRED BY R.C. 6119.52, AND AS SET FORTH ON EXHIBIT A, WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN.**
- 2. THAT THE BOARD OF TRUSTEES HEREBY ASSESSES, IN THE MANNER PROVIDED IN THE RESOLUTION OF NECESSITY ADOPTED PURSUANT R.C.**

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**6119.46, UPON THE LOTS OF LANDS ENUMERATED IN THE ESTIMATED ASSESSMENTS ADOPTED PURSUANT TO R.C. 6119.51, AS ESTABLISHED BY THE RESOLUTION OF NECESSITY, PASSED AND EFFECTIVE ON DECEMBER 9, 2021.**

3. **THAT ALL ASSESSMENTS SHALL BE PAYABLE AS PROVIDED IN THE RESOLUTION OF NECESSITY, AND SHALL BE FINAL UPON ADOPTION OF THIS RESOLUTION OF ASSESSMENT.**
4. **THAT THE ASSESSMENTS MADE PURSUANT TO THIS RESOLUTION SHALL BE FILED WITH THE SECRETARY OF THIS BOARD OF TRUSTEES AND SHALL BE OPEN TO PUBLIC INSPECTION.**
5. **THAT ALL ASSESSMENTS LEVIED HEREUNDER SHALL BE A LIEN, FROM THE DATE OF THE PASSAGE OF THIS RESOLUTION, UPON THE RESPECTIVE LOTS OR PARCELS OF LAND ASSESSED, PURSUANT TO CHAPTER 6119.**
6. **THAT THE BOARD AUTHORIZES THE CERTIFICATION TO THE LICKING COUNTY AUDITOR OF THE ASSESSMENTS AS DELINEATED AND SET FORTH ON EXHIBIT A, IN THE TOTAL SUM OF \$7,387.80.**
7. **THAT 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 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. 2022-083 WAS APPROVED.**

**RESOLUTION REQUESTING THE LICKING COUNTY AUDITOR CORRECT AN ERROR REGARDING AN AMOUNT DUE UNDER A SPECIAL DEFERRED ASSESSMENT:**

Mrs. Carrelli stated they found a discrepancy between the amount listed on the auditor's site and the amount that was filed on an affidavit of fact for a deferred water and sewer assessment. She said the County required a resolution to make the correction.

Mrs. Carrelli stated that after speaking with District's legal counsel, it was determined to draft the resolution to include any errors and as they are found, the correction will be sent along with the resolution and the affidavit of fact with the correct amount.

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

**RESOLUTION:**

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

**R 2022-084**



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**BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:**

- 1. THAT THE BOARD PREVIOUSLY AUTHORIZED THE FILING OF AFFIDAVITS OF FACTS TO SECURE THE DISTRICT'S INTEREST. EXHIBIT 1 INCORPORATED HEREIN**
- 2. THE BOARD DETERMINED THAT THE VALUES OF ASSESSMENTS SET FORTH IN EXHIBIT 1 ARE ACCURATE AND CORRECT.**
- 3. THE BOARD REQUESTS THAT THE AUDITOR UPDATE HIS RECORDS TO REFLECT THE VALUE OF ASSESSMENTS OWED TO THE DISTRICT AS SET FORTH IN EXHIBIT 1.**
- 4. THE BOARD AUTHORIZES THE OFFICE MANAGER OR THE GENERAL MANAGER'S DESIGNEE TO MAKE REQUESTS TO THE AUDITOR TO CORRECT ERRORS ON HIS RECORDS AND EXECUTE ALL DOCUMENTS NECESSARY TO UPDATE THE AUDITOR'S RECORDS IN ACCORDANCE WITH EXHIBIT 1.**

**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 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. 2022-084 WAS APPROVED.**

**RESOLUTION RELEASING DEFERRED WATER ASSESSMENT AND AUTHORIZING THE FILING OF AN UPDATED AFFIDAVIT OF FACT:**

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

**RESOLUTION:**

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

**R 2022-085**

***BE IT RESOLVED*** by the Board of Trustees as follows:

- 1. THAT THE BOARD HEREBY REMOVED THE DEFERRED WATER ASSESSMENT, AS IT HAS BEEN PAID IN FULL, AS TO THE FOLLOWING PROPERTIES:**

**PARCEL # 025-068622-00.002**

**ALAN & TERRI MILLER**

**8366 YORK RD**

**WATER PROJECT # 8023-A: \$6,211.98**

**INTEREST: \$10,500.81**

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PATASKALA, OH 43062  
CHECK # 2178

**TOTAL:**

**\$16,712.79**

2. **THAT THE BOARD HEREBY AUTHORIZES THE FILING OF AN UPDATED AFFIDAVIT OF FACT WITH THE LICKING COUNTY RECORDER'S OFFICE INDICATING THAT THE WATER ASSESSMENT HAS BEEN PAID IN FULL.**
  
3. **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.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-085 WAS APPROVED.**

**RESOLUTION RELEASING DEFERRED SEWER AND WATER ASSESSMENT AND AUTHORIZING THE FILING OF AN UPDATED AFFIDAVIT OF FACT:**

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

**RESOLUTION:**

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

**R 2022-086**

***BE IT RESOLVED*** by the Board of Trustees as follows:

1. **THAT THE BOARD HEREBY REMOVED THE DEFERRED SEWER & WATER ASSESSMENTS, AS THEY HAVE BEEN PAID IN FULL, AS TO THE FOLLOWING PROPERTIES:**

**PARCEL # 010-016854-00.000  
JBW PROPERTIES LLC  
HAZELTON ETNA RD  
ETNA, OH 43062**

<b>SEWER PROJECT # 10083:</b>	<b>\$11,782.26</b>
<b>INTEREST:</b>	<b>\$19,794.53</b>
<b>TOTAL:</b>	<b>\$31,576.79</b>

<b>WATER PROJECT # 10551:</b>	<b>\$11,245.90</b>
<b>INTEREST:</b>	<b>\$19,681.44</b>
<b>TOTAL:</b>	<b>\$30,927.34</b>

**ASSESSMENT TOTAL: \$62,504.13 CHECK # 114910**

2. **THAT THE BOARD HEREBY AUTHORIZES THE FILING OF AN UPDATED AFFIDAVIT OF FACT WITH THE LICKING COUNTY RECORDER'S OFFICE**

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**INDICATING THAT THE SEWER & WATER ASSESSMENTS HAVE BEEN PAID IN FULL.**

- 3. 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.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-086 WAS APPROVED.**

**RESOLUTION RELEASING DEFERRED WATER ASSESSMENT AND AUTHORIZING THE FILING OF AN UPDATED AFFIDAVIT OF FACT:**

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

**RESOLUTION:**

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

**R 2022-087**

***BE IT RESOLVED*** by the Board of Trustees as follows:

- 1. THAT THE BOARD HEREBY REMOVE THE DEFERRED WATER ASSESSMENT, AS IT HAS BEEN PAID IN FULL, AS TO THE FOLLOWING PROPERTIES:**

<b>PARCEL # 025-078900-00.000</b>	
<b>HOWARD &amp; DOROTHY WARRELL</b>	<b>WATER PROJECT # 8023-B: \$5,722.56</b>
<b>5846 BEECHER RD</b>	<b>INTEREST: <u>\$9,664.32</u></b>
<b>GRANVILLE, OH 43023</b>	<b>TOTAL: \$15,386.88</b>
<b>CHECK # 8538</b>	

- 2. THAT THE BOARD HEREBY AUTHORIZES THE FILING OF AN UPDATED AFFIDAVIT OF FACT WITH THE LICKING COUNTY RECORDER'S OFFICE INDICATING THAT THE WATER ASSESSMENT HAS BEEN PAID IN FULL.**
- 3. 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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**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-087 WAS APPROVED.**

**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. Stepp

**R 2022-088**

**RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITO AS ATTACHED.**

**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 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. 2022-088 WAS APPROVED.**

**WATER SHUT OFFS:**

Mrs. Carrelli stated 92 accounts received a shut off notice this month. She said door tags will be left on Monday to those who still have not paid and shut offs would be Wednesday, August 31, 2022.

**10. ATTORNEY'S REPORT**

Mr. King presented a resolution for the Board's consideration and approval: He said the agreement was to run a water line to Union Township under certain funding conditions, one of those was for Union Township to activate a TIF and they have done that. It is set up so the District is the first beneficiary of those TIF funds.

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**RESOLUTION:**

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

**R 2022-089**

**RESOLUTION TO APPROVE TIF AGREEMENT BETWEEN DISTRICT AND UNION TOWNSHIP**

**UNION TOWNSHIP PREVIOUSLY IMPLEMENTED A TIF AND AUTHORIZED ONE OF ITS TRUSTEES TO EXECUTE A TIF AGREEMENT WITH THE DISTRICT. ECHIBIT 1 ATTACHED HERETO AND INCORPORATED INTO THIS AGREEMENT.**

**THE BOARD AUTHORIZES THE BOARD PRESIDENT TO SIGN THE TIF AGREEMENT WITH UNION TOWNSHIP, SUBJECT TO FINAL LEGAL REVIEW BY THE DISTRICT, AND THE AUTHORIZED REPRESENTATIVE UNION TOWNSHIP EXECUTING AND DELIVERING THE AGREEMENT TO THE DISTRICT**

**THE BOARD AUTHORIZES THE GENERAL MANAGER TO TAKE ALL NECESSARY STEPS TO ADVANCE AGREEMENT**

**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 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. 2022-089 WAS APPROVED.**

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

**RESOLUTION:**

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

**R 2022-090**

**RESOLUTION TO APPROVE LEASE OF 49.63 ACRES ON NATIONAL ROAD KIRKERSVILLE, OHIO 43033 (PIN 026-069024-00.004) TO EMSWILER FARM TO FARM IN 2022 SEASON FOR \$8,685.25**

**THE BOARD AUTHORIZES THE BOARD PRESIDENT TO SIGN THE LEASE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY TO CARRY FORWARD THE PURPOSE OF THIS RESOLUTION AND LEASE.**

***SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT***

P.O.Box 215 Etna, Ohio 43018  
69 Zellers Lane Pataskala, Ohio 43062  
Phone (740)927-0410 Fax (740)927-4700

**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 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. 2022-090 WAS APPROVED.**

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

**RESOLUTION:**

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

**R 2022-091**

**RESOLUTION TO APPROVE FINANCIAL SERVICES AND DEVELOPMENT PLANNING SUPPORT AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC.**

**THE BOARD AUTHORIZES THE BOARD PRESIDENT TO SIGN THE LETTER OF ENGAGEMENT WITH RAFTELIS.**

**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 MEETINGS OPEN TO THE PUBLIC, IN COMPLIANCE WITH ALL LEGAL REQUIREMENTS INCLUDING SECTION 121.22 OF THE OHIO REVISED CODE.**

**UPON ROLL CALL VOTE, MR. KRETZMANN AND MR. STEPP VOTED AYE. MR. PLATTE ABSTAINED.  
RESOLUTION NO. 2022-091 WAS APPROVED.**

**11. TRUSTEES' COMMENTS**

Mr. Kretzmann made a motion, seconded by Mr. Stepp, to accept the retirement of May Mitchell, effective February 1, 2023.

Mr. Stepp wanted to mention the fact she has over 25 years of service.

Upon Roll Call vote, all voted aye.

***SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT***

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Mr. Gilcher wanted to add that Mrs. Mitchell has been a long-time employee with over 25 years of service and has been a huge asset to the District and she will be missed.

Mr. Stepp made a motion, seconded by Mr. Platte to move forward with the posting of the position to find a replacement for Mrs. Mitchell.

Upon Roll Call vote, all voted aye.

Mr. Platte stated he has known Mrs. Mitchell for many years, even before coming to the District and has always had high respect for her and thinks the other employees feel the same way about her. He said he extends his gratitude for her for her years of service to the District and wishes her the best in her retirement.

Mr. Platte made a motion, seconded by Mr. Stepp, to approve additional compensation in the amount of \$250.00 for Chris Paris as his seasonal position has come to an end. This is in line with the additional compensation given to the full-time employees in July and it was discussed at that time to provide this for any seasonal staff once their assignment was over.

Upon Roll Call vote, all voted aye.

**12. ADJOURNMENT**

Mr. Kretzmann made a motion, second by Mr. Platte that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 4:10 p.m.

ATTEST: 

\_\_\_\_\_  
Trent Stepp, Secretary

**SWLCWSD  
OFFICE REPORT  
08/25/22**

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	\$324,714.25	\$0.00	\$1,134,563.21
Sewer	\$1,351,113.99	\$2,160,023.93	\$396,249.60	\$114,795.20	\$369,113.76	\$0.00	\$880,158.56
<b>Total</b>	<b>\$3,099,680.71</b>	<b>\$5,462,593.80</b>	<b>\$1,099,934.36</b>	<b>\$220,959.40</b>	<b>\$693,828.01</b>	<b>\$0.00</b>	<b>\$2,014,721.77</b>

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	\$290,532.81	\$0.00	\$1,783,199.49
Sewer	\$6,246,711.20	\$6,596,057.67	\$1,609,156.07	\$1,665,348.79	\$600,231.32	\$0.00	\$3,874,736.18
<b>Total</b>	<b>\$9,044,595.32</b>	<b>\$9,616,600.83</b>	<b>\$2,332,954.41</b>	<b>\$2,434,217.13</b>	<b>\$890,764.13</b>	<b>\$0.00</b>	<b>\$5,657,935.67</b>

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
<b>Total</b>	<b>\$381,695.00</b>	<b>\$175,835.00</b>	<b>\$105,896.25</b>	<b>\$1,390.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$107,286.25</b>

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
<b>Total</b>	<b>\$843,066.79</b>	<b>\$551,334.44</b>	<b>\$164,451.34</b>	<b>\$164,451.34</b>

Cash in Bank	As of 08/24/22	As of 08/23/21
	\$25,146,877.00	\$22,809,551.38
*Does not allow for future expenses		
Loan Payment Due 01/01/23	\$3,000,000.00	\$3,200,000.00
<b>Balance Available</b>	<b>\$22,146,877.00</b>	<b>\$19,609,551.38</b>