

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

**BOARD MEETING MINUTES  
November 9, 2022**

**1. OPENING**

The November 9, 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 CJ Gilcher, Josephine Carrelli, 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 made a motion, second by Mr. Stepp, to approve the agenda as presented. Upon roll call vote, all voted aye. Motion carried. Agenda adopted.

**3. APPROVAL OF MINUTES**

Mr. Platte made a motion, seconded by Mr. Kretzmann to approve the meeting minutes from the October 27, 2022, Regular Meeting.

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**

**SUMMIT ROAD FORCE MAIN EXTENSION PROJECT UPDATE:**

Mr. Gilcher stated the contractor has started to camera the gravity mains and service laterals so when the directional boring is done they are not hit. He said they are also starting to set up signs for traffic control and are expected to start directional boring after Thanksgiving.

**SR 161 ELEVATED STORAGE TANK PROJECT UPDATE:**

Mr. Gilcher has received 90% plan drawings and are being reviewed. He hopes to send that back to the contractor with comments this week. He also reviewed the 90% specifications comments will be sent to the engineer once they are completed. He is still working with the USDA and has a monthly progress meeting with them. He anticipates the project will be ready to bid in Spring of 2023 for construction.

**PATASKALA CORPORATE PARK SANITARY SEWER PROJECT UPDATE:**

Mr. Gilcher stated he is working with the engineer on design. He said there was some delay With the engineer and he has a meeting scheduled for November 10 to try to get them Pushed forward. He still anticipates bidding to happen this Winter and construction to start in Spring of 2023.

**WAGRAM WWTC PROJECT UPDATE:**

Mr. Gilcher stated he has received 30% and is working towards 50% plan drawings. He had a meeting with the construction manager at risk, Shook, last week and they are in review of the 50% plan drawings. The project is moving forward and anticipates starting in the Spring of 2023 with project completion sometime mid to late 2025.

**RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH F & F WILLIAMS, LLC FOR THE WILLIAMS FARM PROJECT:**

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

**RESOLUTION:**

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

**R 2022-118**

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**RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH F&F WILLIAMS, LLC., FOR THE WILLIAMS FARM 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. 2022-118 WAS APPROVED.**

**RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH PT 70 EAST LOGISTICS CENTER, LLC FOR THE 70 EAST PHASE III PROJECT:**

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

**RESOLUTION:**

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

**R 2022-119**

**RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH PT 70 EAST LOGISTICS CENTER, LLC. FOR THE 70 EAST PHASE III 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. 2022-119 WAS APPROVED.**

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**RESOLUTION TO APPROVE USE & HOOK UP FOR THE PATASKALA DAIRY QUEEN PROJECT:**

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

**RESOLUTION:**

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

**R 2022-120**

**WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH ICE QUEENS OF SMITH'S MILL, LLC., FOR THE DAIRY QUEEN RESTAURANT - PATASKALA PROJECT ON SEPTEMBER 8, 2022; AND**

**WHEREAS: ICE QUEENS OF SMITH'S MILL, LLC. HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND**

**THEREFORE: THE BOARD OF TRUSTEES GRANTS CONDITIONAL ACCEPTANCE AND HEREBY APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN THE DAIRY QUEEN RESTAURANT - PATASKALA PROJECT; UPON COMPLIANCE WITH AND PROVISION OF ALL ITEMS REQUIRED IN DISTRICT RULES & REGULATIONS SECTIONS 609 AND 610; 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. 2022-120 WAS APPROVED.**

**8. OFFICE MANAGER'S REPORT**

**RESOLUTION TO ACCEPT ASSESSMENT TRANSFER REQUEST AND ISSUE REFUND CHECK:**

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

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She stated there was a lot split and the property owner wants to transfer the assessment from one lot to another. The new owner of that lot has already paid water and sewer tap fees and will need to be refunded those fees since the assessment is being transferred.

**RESOLUTION:**

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

**R 2022-121**

**1. RESOLUTION TO APPROVE THE REQUEST BY JP BREECH, THE BOARD HEREBY APPROVES THE SPECIAL ASSESSMENT TRANSFER REQUEST AND WAIVER (ATTACHED HERETO AND INCORPORATED HEREIN).**

**2. THE BOARD AUTHORIZES THE GENERAL MANAGER TO TAKE THE STEPS NECESSARY TO IMPLEMENT THE AGREEMENT, INCLUDING REFUNDING THE TAP FEES (\$14,644.00) TO THE RECIPIENTS OF THE TRANSFER, BRENDA AND RICHARD MOLDEN. THE BOARD DIRECTS THE LICKING COUNTY AUDITOR TO MAKE CHANGES TO HIS RECORDS AS IS NECESSARY.**

**3. THAT 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. 2022-121 WAS APPROVED.**

**9. ATTORNEY'S REPORT**

Mr. King was not present.

**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 of official.

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The 3 board members and Mr. Gilcher were included in 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.

Upon roll call vote, all voted aye.

Entered executive session at 2:12 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 3:11 p.m.

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

**11. TRUSTEES' COMMENTS**

Mr. Stepp stated he would be attending the strategic comprehensive planning meeting this evening at Etna Township. He said they would be looking at some crash data they received for areas in and around Etna and will be reviewing that as part of the transportation plan.

Mr. Kretzmann stated he would like to extend his gratitude to Mr. Gilcher for attending The Harrison Township Trustee meeting last Monday.

**TO REVIEW, DISCUSS, AND TAKE POSSIBLE ACTION ON AGREEMENTS WITH RRIFI COLUMBUS 96 LAND, LLC FOR THE RED CHIP PHASE II BUILDINGS C & D PROJECT:**

**RESOLUTION:**

Mr. Platte said this development agreement is a little unique as it has some easements involved.

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

**R 2022-122**

- 1. RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH RRIFI COLUMBUS 96 LAND, LLC FOR THE RED CHIP PHASE 2 BUILDINGS C & D PROJECT;**

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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.

**THIS RESOLUTION IS BEING APPROVED TODAY PENDING FINAL LEGAL REVIEW BY THE CHIEF LEGAL COUNSEL.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-122 WAS APPROVED.**

Mr. Platte wanted to congratulate Mr. King who was just voted to the appellate court position of Judge for the Fifth District last night which means he will no longer be able to be employed by the District once he starts that position.

Mr. Platte made a motion, seconded by Mr. Kretzmann to authorize the General Manager to post for the Chief Legal Counsel position and to work with Mr. King to review the posting to make sure it is accurate and get it posted as soon as possible.

Mr. Stepp asked Mr. Gilcher if that position would warrant the Board's involvement with the interviewing process. Mr. Gilcher said yes because although the Chief Legal Counsel does report to the General Manager, they also report to the Board.

Upon Roll Call vote, all voted aye. Motion carried.

**12. ADJOURNMENT**

Mr. Stepp 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 3:17 p.m.

ATTEST:

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

SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

SPECIAL BOARD MEETING

November 9, 2022, 2:00pm (And streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE



**SWLCWSD  
OFFICE REPORT  
11/09/22**

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	\$420,991.66	\$9,107.00	\$1,239,947.62
Sewer	\$1,351,113.99	\$2,160,023.93	\$396,249.60	\$114,795.20	\$472,264.17	\$22,229.00	\$1,005,537.97
<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>\$893,255.83</b>	<b>\$31,336.00</b>	<b>\$2,245,485.59</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	\$821,302.98	\$267,176.89	\$2,581,146.55
Sewer	\$6,246,711.20	\$6,596,057.67	\$1,609,156.07	\$1,665,348.79	\$1,718,216.87	\$572,682.57	\$5,565,404.30
<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>\$2,539,519.85</b>	<b>\$839,859.46</b>	<b>\$8,146,550.85</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	\$141,199.87	\$141,199.87
<b>Total</b>	<b>\$843,066.79</b>	<b>\$551,334.44</b>	<b>\$305,651.21</b>	<b>\$305,651.21</b>

Cash in Bank	As of 11/08/22	As of 11/07/21
	\$24,270,156.27	\$22,972,657.34
*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>\$21,270,156.27</b>	<b>\$19,772,657.34</b>