

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

**BOARD MEETING MINUTES
December 14, 2023**

1. OPENING

The December 14, 2023, 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. Stepp and Mrs. Carter were present at roll call. Also present were Jim Roberts, CJ Gilcher, Josephine Carrelli, Nick Eippert, 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. Kretzmann 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. Kretzmann made a motion, seconded by Mr. Stepp to approve the meeting minutes from the November 30, 2023, Regular Meeting.

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

4. PAYMENT OF BILLS

Mr. Stepp moved to approve payment of the bills as presented. Mr. Kretzmann 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. EXECUTIVE DIRECTOR'S REPORT

RMP DEVELOPMENT UPDATE:

Mr. Platte said he and other District staff attended the Etna Township Meeting on October 3 and talked about the benefits of creating a JEDD to help with the funding of needed infrastructure. He said he was able to listen to a recent Etna Township meeting and was happy to hear that a developer said he was interested in utilizing a JEDD on some projects. He said he hopes Etna Township takes advantage of that and hopes they will work with the District on funding some projects that will benefit their community. He also said he attended the last Kirkersville meeting and the Village did move forward with the agreement they have been working on for the past year or so. He said he also continues to work with Mr. Roberts, Mr. Gilcher and Mr. Eippert on various projects.

KIRKERSVILLE UPDATE:

Mr. Roberts said the Village Council approved the proposal and the vote was 5-1. He said he would be reaching out to the Mayor to start discussing economic development incentive packages to put together as there are 3 active developments in Kirkersville right now that need to move forward and this agreement with Kirkersville will allow that to happen.

Mr. Eippert added that he received the signed agreement today and hopes to bring it to the Board after the first of the year. He said he was also told there was a referendum that was being circulated against it.

GENERAL UPDATE:

Mr. Roberts said The District is working with MORPC and The Ohio EPA on a couple of things. The EPA has asked MORPC to lead the process of redoing the 208 plan boundaries. He said he has attended a couple of meetings and at the last meeting, both the EPA and MORPC reinforced the legal authority of the District's agreement with the Licking County Commissioners from 2022 for our service area. He said the second thing was the merger discussion with Alexandria and St. Albans Township was approved by the voters to go to the next step. This is a 2-year process and the 208 plan is not acknowledging that at this time because it is so far in the future. He will keep the Board updated with any pertinent information. Mr. Roberts said MORPC is also leading a 15-county study of sanitary sewer services and that will happen over the next year or so. The District will be participating in that study. He also said that he and CJ have had a couple of phone calls with a group called Water Reuse Ohio, whose main focus is looking at grey water reuses. He said they will continue to stay involved in those conversations.

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He also wanted to mention he has reviewed the bylaws and thinks there a few things that could be looked into in 2024 but did not see anything concerning. Mr. Roberts also said there was a water main break at Kohls on Tuesday evening. Mr. Gilcher said the break happened on a line that is only 3 years old. There have been 2 previous breaks on the line as well that happened during the warranty period and were repaired by the contractor who performed the work. He said they are now outside of the warranty period and this repair was done by the District. It was a similar failure as the other breaks. It was determined it was an installation issue with the contractor pushing the pipes in too far. He said they will continue to keep an eye on it.

8. OPERATIONS DIRECTOR'S REPORT

WAGRAM WWTC PROJECT UPDATE:

Mr. Gilcher said the storm water retention pond has been excavated and the job trailers are on site. They have been hauling dirt away so they can begin the excavation for the biological process tankage. He said he would be sharing photos of progress once a month or so to keep everyone informed with the project.

PATASKALA CORPORATE PARK SANITARY SEWER PROJECT UPDATE:

Mr. Gilcher said they continue to lay the gravity sewer from the substation heading south towards Refugee Rd. The project is moving forward on time with no delays.

REFUGEE ROAD LIFT STATION PROJECT UPDATE:

Mr. Gilcher said the developer and the County engineer are working together to try and get the roadway open, with one lane access. He said they continue to work on the lift station and are doing the electrical work. He said it has been a slow process but they are working on them to push the project forward and get it completed.

RESOLUTION TO APPROVE-HYDROGEOLOGICAL CONSULTING SERVICES AGREEMENT WITH EAGON & ASSOCIATES, INC:

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

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RESOLUTION:

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

R 2023-136

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT IS IN NEED OF PROCURING ADDITIONAL RAW WATER IN ORDER TO PROVIDE POTABLE WATER FOR EXISTING AND FUTURE CUSTOMERS, AND;

WHEREAS: THE EXECUTIVE DIRECTOR RECOMMENDS THAT THE DISTRICT ENTER INTO AN HYDROGEOLOGICAL CONSULTING SERVICES AGREEMENT WITH EAGON AND ASSOCIATES, INC., TO PROVIDE GEOLOGICAL SAMPLE ANALYSIS AS DESCRIBED IN THE SCOPE OF SERVICES, AND

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH EAGON AND ASSOCIATES, INC., IN AN AMOUNT NOT TO EXCEED \$43,051.00 AND HEREBY AUTHORIZES THE EXECUTIVE DIRECTOR TO SIGN THE SCOPE OF SERVICES 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, ALL VOTED AYE. RESOLUTION NO. 2023-136 WAS APPROVED.

RESOLUTION TO APPROVE-HYDROGEOLOGICAL CONSULTING SERVICES AGREEMENT WITH ROCK WATER DRILLING COMPANY:

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

RESOLUTION:

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

R 2023-137

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER

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DISTRICT IS IN NEED OF PROCURING ADDITIONAL RAW WATER IN ORDER TO PROVIDE POTABLE WATER FOR EXISTING AND FUTURE CUSTOMERS, AND;

WHEREAS: THE EXECUTIVE DIRECTOR RECOMMENDS THAT THE DISTRICT ENTER INTO AN HYDROGEOLOGICAL CONSULTING SERVICES AGREEMENT WITH ROCK WATER DRILLING COMPANY TO PROVIDE TEST BORINGS FOR GEOLOGICAL ANALYSIS AS DESCRIBED IN THE SCOPE OF SERVICES, AND

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH EAGON AND ASSOCIATES, INC., IN AN AMOUNT NOT TO EXCEED \$73,507.00 AND HEREBY AUTHORIZES THE EXECUTIVE DIRECTOR TO SIGN THE SCOPE OF SERVICES 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, ALL VOTED AYE. RESOLUTION NO. 2023-137 WAS APPROVED.

9. OFFICE MANAGER'S REPORT

RESOLUTION TO CERTIFY DEFERRED ASSESSMENT:

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

RESOLUTION:

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

R 2023-138

1. RESOLUTION TO CERTIFY TO THE LICKING COUNTY AUDITOR THE FOLLOWING:

PARCEL #: 025-069240-00.000 OWNER: F&F WILLIAMS, LLC \$27,540.19 FOR PROJECT # 8023-A - WATER

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PER NOTIFICATION RECEIVED FROM ANDREA BURTON AT THE LICKING COUNTY AUDITOR, PARCEL NO LONGER QUALIFIES FOR CAUV AND WAS REMOVED FROM AG DISTRICT EXEMPTION.

COPIES OF ALL CORRESPONDENCE AND RELATED DOCUMENTS ATTACHED FOR REFERENCE.

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. 2023-138 WAS APPROVED.

10. ATTORNEY'S REPORT:

RESOLUTION TO APPROVE PURCHASE OF PROPERTY:

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

RESOLUTION:

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

R 2023-139

RESOLUTION TO APPROVE PURCHASE CONTRACT AND ADDENDUM FOR THE PURCHASE OF PROPERTY, SITUATED IN HARRISON TOWNSHIP, LICKING COUNTY, OHIO FROM CHRISTY CHARVAT CONDITIONED UPON TERMS AGREED TO IN THE PURCHASE CONTRACT, AND ADDENDUM, ATTACHED HERETO.

WHEREAS, CHRISTY CHARVAT (THE "OWNER") IS THE OWNER OF 3.264 ACRES, MORE OR LESS, OF REAL PROPERTY ADJACENT TO OUTVILLE ROAD IN HARRISON TOWNSHIP, LICKING COUNTY, OHIO AND KNOWN AS PARCEL NO. 025-068616-00.007 (THE "PROPERTY");

WHEREAS, THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT (THE "DISTRICT") HAS IDENTIFIED A NEED TO ACQUIRE REAL PROPERTY ADJACENT TO OUTVILLE ROAD FOR THE PURPOSE OF CONSTRUCTING POTABLE WATER INFRASTRUCTURE;

WHEREAS, THE OWNER HAS AGREED TO SELL THE PROPERTY TO THE DISTRICT FOR TWO HUNDRED AND NINETEEN THOUSAND DOLLARS (\$219,000.00), CONDITIONED UPON THE DISTRICT'S RECEIPT OF A SATISFACTORY PHASE 1

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ENVIRONMENTAL SITE ASSESSMENT, WETLANDS STUDY, AND CULTURAL STUDY TO ENSURE THE SUITABILITY OF THE PROPERTY FOR THE DISTRICT'S INTENDED USE;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:

- 1. THE BOARD AUTHORIZES THE BOARD PRESIDENT TO EXECUTE THE PURCHASE CONTRACT AND ADDENDUM, AND ALL OTHER DOCUMENTS NECESSARY TO CARRY FORWARD THE PURPOSE OF THIS RESOLUTION.**
- 2. 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 OHIO REVISED CODE.**

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2023-139 WAS APPROVED.

ORGANIZATIONAL MEETING DISCUSSION

Mr. Eippert said the organizational meeting needed to be scheduled for January. The Board will address this at the next meeting.

11. EXECUTIVE SESSION

Mr. Kretzmann made a motion, seconded by Mr. Stepp to enter into executive session pursuant to section 121.22 (G)(2) of the Ohio Revised Code, to consider the purchase of property for public purpose. Invited into this executive session is the Board, Mr. Roberts, Mr. Gilcher and Mr. Eippert.

Upon roll call vote, all voted aye. Entered executive session at 4:35 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 4:46 p.m.

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

12. TRUSTEES' COMMENTS

Mr. Stepp wanted to congratulate The Village of Kirkserville as their council approved our

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proposal to provide their community with safe and reliable drinking water which will also allow their community to enjoy the benefits of economic development in whatever means they choose to pursue it or embrace it in the future.

13. ADJOURNMENT

Mr. Kretzmann 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:



Melissa Carter, Secretary

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

December 14, 2023, 4:00pm Live Streamed for Public Viewing

SIGN BELOW:

NAME

ADDRESS

PHONE

Nick Hanson

Etna Township

**SWLCWSD
OFFICE REPORT
12/14/23**

1) Connection Fees Collected

	2021	2022	1st Qtr. 2023	2nd Qtr. 2023	3rd Qtr. 2023	4th Qtr. 2023	Total 2023
Water	\$3,302,569.87	\$1,509,126.87	\$57,750.97	\$636,596.80	\$504,426.90	\$211,259.66	\$1,410,034.33
Sewer	\$2,160,023.93	\$1,127,636.52	\$28,712.00	\$304,699.36	\$247,396.00	\$173,778.00	\$754,585.36
Total	\$5,462,593.80	\$2,636,763.39	\$86,462.97	\$941,296.16	\$751,822.90	\$385,037.66	\$2,164,619.69

2) Billing Charges

	2021	2022	1st Qtr. 2023	2nd Qtr. 2023	3rd Qtr. 2023	4th Qtr. 2023	Total 2023
Water	\$3,020,543.16	\$3,083,747.26	\$796,260.94	\$899,147.47	\$935,259.12	\$588,485.39	\$3,219,152.92
Sewer	\$6,596,057.67	\$6,661,980.99	\$1,645,164.51	\$1,745,700.12	\$1,784,101.70	\$1,168,741.78	\$6,343,708.11
Total	\$9,616,600.83	\$9,745,728.25	\$2,441,425.45	\$2,644,847.59	\$2,719,360.82	\$1,757,227.17	\$9,562,861.03

3) Capacity Fees

	2021	2022	1st Qtr. 2023	2nd Qtr. 2023	3rd Qtr. 2023	4th Qtr. 2023	Total 2023
Water	\$91,740.00	\$41,133.13	\$0.00	\$18,765.00	\$20,850.00		\$39,615.00
Sewer	\$84,095.00	\$40,438.12	\$0.00	\$96,075.50	\$20,850.00		\$116,925.50
Total	\$175,835.00	\$81,571.25	\$0.00	\$114,840.50	\$41,700.00	\$0.00	\$156,540.50

4) Assessment Revenue

	2021	2022	2023	Total 2023
1st Half	\$302,195.30	\$164,451.34	\$109,578.58	\$109,578.58
2nd Half	\$249,139.14	\$141,199.87	\$84,707.87	\$84,707.87
Total	\$551,334.44	\$305,651.21	\$194,286.45	\$194,286.45

Cash in Bank	As of 12/13/23	As of 12/12/22
*Does not allow for future expenses	\$19,366,677.63	\$22,676,371.93
Loan Payment Due 07/01/24	\$2,500,000.00	\$2,500,000.00
Balance Available	\$16,866,677.63	\$20,176,371.93