

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

**BOARD MEETING MINUTES  
April 9, 2019**

**1. OPENING**

The April 9, 2019 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Fox at 3:00 p.m. The pledge of allegiance was led by Mrs. Carrelli. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel and Kathy Killen, and Josephine Carrelli.

**2. ADOPTION OF AGENDA**

Mr. Kretzmann made a motion, second by Mr. Fox, 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, second by Mr. Fox to approve the minutes of the Board meeting of March 26, 2019. 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. Fox 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 at this time.

**7. GENERAL MANAGER'S REPORT**

**WATER TREATMENT PLANT CONSTRUCTION UPDATE:**

Mr. Conkel stated they are starting up the plant today and hope to be putting out water in the next day or two. A notice was put on the website letting customers know they may experience some fluctuations in water pressure and discolored water during the startup process.

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**SUMMIT TANK CONSTRUCTION UPDATE:**

Mr. Conkel stated he is just waiting on the final punch list items.

**SUMMIT ROAD WATER LINE CONSTRUCTION UPDATE:**

Mr. Conkel stated he is just waiting on the final punch list items.

**REFUGEE ROAD WATER LINE CONSTRUCTION UPDATE:**

Mr. Conkel stated he got the contractor on the Pataskala site. He got some comments from Chris Sharrock about what he wanted and the contractor is working on that and will complete the rest of the clean-up.

**CRG SHUSTER WAY DEVELOPMENT AGREEMENT-RESOLUTION:**

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

**RESOLUTION:**

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

**R 2019-013 RESOLUTION**

- 1. RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH ETNA PARK 70, LLC FOR THE SHUSTER WAY IMPROVEMENT PROJECT;**
- 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.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2019-013 WAS APPROVED.**

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**WTP WEEKEND WORK SCHEDULE:**

Mr. Conkel asked if the Board had any other questions or comments about the new schedule for the water operators because we will have to pass a resolution to approve the new schedule. Mr. Fox asked what was going to happen with the schedule with the employee we just lost. Mr. Conkel stated CJ Gilcher and Chad Sims would be rotating that weekend until the position is filled. This will be overtime. The operators will be working 3 40 hour weeks a month and the week they work the weekend they will only work 36 hours but be paid for 40.

**RO CONCENTRATE LINE:**

Mr. Conkel stated he got some reviews and will have a recommendation at the next meeting.

**WTP OPERATOR POSITION:**

Mr. Conkel stated he needed approval to post the Water Operator position. Mr. Carlisle had some suggestions on the wording of the posting. Mr. Conkel will get it posted.

**WELLFIELD DEVELOPMENT:**

Mr. Conkel stated he has a request out for a flood plain study and was told it would be around \$2,000 to \$3,000.

**PROPOSED AUDIT FINANCE MTG:**

Mrs. Killen stated the District CPA wanted to have an audit finance committee meeting on May 14, 2019 at 2:00pm.

Mr. Kretzmann made a motion, second by Mr. Carlisle to schedule the audit finance committee on May 14, 2109 at 2:00pm. . Upon Roll Call vote, all voted aye. Motion carried.

**MINK ROAD WATER LINE RELOCATE:**

Mr. Conkel stated there is an issue with the water line location. It is not where it was supposed to be and is causing issues for the Mink Road phase 2 improvements being done. It will need to be relocated about 260 feet to get it out of the way. He got a quote from Stutske not to exceed \$19,200 and materials for about \$4,600. The line was put in around 10 years ago but is not where it says it is on the plans. Mr. Carlisle asked if Mr. Conkel spoke with Mr. Albers about this. He stated he has not but he will

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give him a call and ask him about it. Mr. Fox stated he thinks it would be a good idea as well to consult with Mr. Albers.

**AFFADAVIT OF FACT:**

Mr. Conkel stated he met with Mr. Albers and a couple of people from his office yesterday regarding the affidavit of fact project. They have filed about 15 and have around 90 left. They will be making a presentation to the board in the next month or so once it is complete.

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli had nothing to present.

**9. ATTORNEY'S REPORT**

Mr. Albers was not present.

**10. EXECUTIVE SESSION**

There was no executive session.

**11. TRUSTEES' COMMENTS**

There were no trustee comments.

**12. ADJOURNMENT**

Mr. Carlisle 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 3:17 p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

April 9, 2019

SIGN BELOW:

NAME

ADDRESS

PHONE