

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

(740) 927-0410

BOARD MEETING MINUTES

April 12, 2016

1. OPENING

The April 12, 2016 meeting of the Board of Trustees of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 1:00 pm. Mr. Kretzmann, Mr. Meade and Mr. Carlisle were present at roll call. The Pledge of Allegiance was led by Mr. Kretzmann. Also present were Don Rector, Kathy Killen and Bobbie O'Keefe.

2. ADOPTION OF AGENDA

Mr. Rector stated that he would add to the General Manager's Report the item of advertising for a construction inspector. Mr. Carlisle made a Motion to approve the Agenda; Mr. Kretzmann seconded. Vote, all aye. Agenda adopted.

3. APPROVAL OF MINUTES

Mr. Carlisle made a Motion, seconded by Mr. Kretzmann, to approve the Minutes of the March 29, 2016 meeting. All voted aye. Motion carried.

4. MOTION TO PAY BILLS

Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to pay the bills as presented. All voted aye. Motion carried.

5. COMMUNICATIONS

None.

6. PUBLIC COMMENTS

None.

7. GENERAL MANAGER'S REPORT

a. Top User's Report: Mr. Rector stated that the report indicates nothing unusual. Mr. Carlisle reported that there would likely be no payment of the water and sewer bills at the

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Bowman residence on Smoke Road, as the parties were found deceased in their home on April 9, 2016.

b. March 2016 Permits: Mr. Rector stated that the March 2016 Permit Report is in the board packet and that the number of permit requests remains steady.

c. Motion to Advertise for Bank Depository Bids: Kathy Killen reported that it is time to advertise and select a depository for the district for a period of no more than five years. Mr. Meade made a Motion, which was seconded by Mr. Kretzmann, that the Southwest Licking Community Water and Sewer District will meet on May 10, 2016 at 1:00 pm, at the offices of the district at 69 Zellers Lane, Pataskala, Ohio 43062, Licking County, at which time the applications for active, inactive, and interim deposits of the district will be examined and the designation of the depository shall be made for a period of five years commencing on Thursday, June 9, 2016. The Board estimates the aggregate maximum amount of district funds to be awarded and on deposit as inactive deposits to be One Million Dollars (\$1,000,000.00). Upon call for a voice vote, all voted aye. The Motion was approved.

d. Request for Audit Finance meeting on May 10: The district's accountant has requested an Audit Finance Committee meeting for May 10, 2016 at 12:00 noon. Mr. Meade made a Motion, which was seconded by Mr. Kretzmann, to schedule an Audit Finance Committee meeting for May 10, 2016 at 12:00 noon at the district's offices. Upon call for a voice vote, all voted aye. The Motion was approved.

e. Construction Inspector Job Posting: Mr. Rector reported that the district is in need of a Construction Inspector and he requested that the board approve the posting of an ad for the position. He distributed the proposed posting and indicated that the pay range is \$17 to \$23 per hour. Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, that Mr. Rector be permitted to proceed with advertising the job opening for a Construction Inspector at the pay range of \$17 to \$23 per hour. Upon call for a voice vote, all voted aye. The Motion was approved.

f. Taylor Road Project: Mr. Rector stated that the water line is being constructed on Taylor Road and he has met with a number of property owners along the line. He stated that there have been a couple of properties where the owners were unaware of the actual location of their property lines, and when it was discovered that their property lines were inaccurate, the main lines and service lines were located to positions that the property owners did not like. In one case, the original property survey done at the time of purchase and the auditor's records were inaccurate. The district conducted new surveys as part of the project, which caused the discrepancy to be discovered. Mr. Rector had ODOT recertify the district's survey, and the result was that ODOT recertified the district's survey as accurate. Mr. Rector continues to have discussions with property owners affected by this problem.

8. OFFICE MANAGER'S REPORT

None.

9. ATTORNEY'S REPORT

Ms. O'Keefe reported that it was likely the oral hearing in front of Judge Marcelain would not go forward, as she and Pataskala's attorney had worked out the disagreement regarding certification of the AAA Arbitrators' award. The two attorneys would likely be filing a joint request for certification.

10. EXECUTIVE SESSION

Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to go into Executive Session to discuss personnel matters. Upon roll call vote, all voted aye. The board went into Executive Session at 1:27 pm.

Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to come out of Executive Session. Upon roll call vote, all voted aye. The Executive Session concluded at 1:43 pm.

Following Executive Session, Mr. Carlisle asked about the Scotland Ridge Development and whether Pataskala had indicated it would serve the development. Mr. Rector reported that Pataskala served the first phase, which was constructed before the district and Pataskala entered into their water and sewer agreements. The next phase of Scotland Ridge is ready to move forward and Mr. Rector believes the developer requested services from Pataskala, but that Pataskala indicated it could not provide services. The district intends to serve the development from the sewer line already in the area and from the water main line being planned for State Route 310. Mr. Rector indicated that the planning for the State Route 310 water main is rapidly proceeding and that surveying is currently being done. He anticipates that the engineering for the Hollow Road portion of the project that has not yet been engineered will be engineered fairly quickly, and the district will then submit the plans to the EPA for approval.

Mr. Carlisle then made a Motion, which was seconded by Mr. Kretzmann, to authorize Mr. Kretzmann as President to advertise where appropriate for a General Manager for the District. Upon call for a voice vote, all voted aye.

11. ADDITIONAL PUBLIC COMMENTS

None.

12. TRUSTEE COMMENTS

Mr. Carlisle reported that the land East of Summit on State Route 40 behind the school is being developed. He also reported that he will meet with Project Heroes, which is interested in relocating the Etna water tower, now abandoned, to a new location as a historical monument. Mr. Carlisle then stated that the township will be constructing a new building which will need a 1.5 inch water line to connect to the district's water main.

Mr. Kretzmann thanked Mr. Rector for his many years of service, and stated that Mr. Rector's significant contributions will not go unnoticed. He further stated that the district is in great shape thanks to Mr. Rector's hard work, with most systems having been updated and the district's finances well under control. Mr. Rector thanked the board for its support and dedication, and he stated that he will continue to help the district in any way possible, after taking his new position with Fairfield County.

Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to adjourn the meeting. The meeting was adjourned at 1:58 pm.

ATTEST:


John Carlisle, Secretary