

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

**BOARD MEETING MINUTES
August 14, 2018**

1. OPENING

The August 14, 2018 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Carlisle at 3:00 p.m. The pledge of allegiance was led by Mrs. Carrelli. Mr. Kretzmann, Mr. Fox and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Kathy Killen, Josephine Carrelli, CJ Gilcher, and those members of the public who signed the August 14, 2018 sign-in sheet.

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. Fox made a motion, second by Mr. Kretzmann to approve the minutes of the Board meeting of July 31, 2018. 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 at this meeting.

6. PUBLIC COMMENTS

Dr. Phillip Wagner, Superintendent of Licking Heights Schools was present to answer any questions the Board of Trustees or Mr. Conkel may have regarding getting water and sewer to the new High School. Mr. Conkel explained he was waiting on a response from them and a completed agreement to move forward. Mr. Carlisle stated he would like to see Dr. Wagner work with Mr. Conkel and once he is ready he will submit the information to the Board.

7. GENERAL MANAGER'S REPORT

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

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69 Zellers Lane Pataskala, Ohio 43062
Phone (740)927-0410 Fax (740)927-4700

WATER TREATMENT PLANT CONSTRUCTION UPDATE:

Mr. Conkel stated they continue to work on the interior piping. Last Thursday the contractor hit the main water line coming out of the water treatment plant. We had approximately 500 customers on a boil advisory. It took them 4 tries to get the repair to stay because of how the line was exposed. Everything was complete and put back together by Thursday evening and has held so far. Mr. Conkel also had a couple of pictures to show some of the progress. The project is currently on schedule.

SUMMIT TANK CONSTRUCTION UPDATE:

Mr. Conkel stated they continue to work on the interior piping.

SUMMIT ROAD WATER LINE CONSTRUCTION UPDATE:

Mr. Conkel stated they have about 1,500 feet of water line installed. Mr. Conkel also stated he spoke with the contractor about moving over to Woodside Drive until Mink St is complete to see if that will give them more time to work and assist with their schedule so they will be looking at that.

REFUFEE ROAD WATER LINE CONSTRUCTION UPDATE:

Mr. Conkel stated the contractor put the first 200-300 foot bore under the river and are pulling the pipe for that right now. Mr. Carlisle inquired about the issue with the right of way and Mr. Conkel stated they are going out in front of the property and the homeowner is allowing us to go in the right of way.

IPRV BIDS-RESOLUTION

Mr. Conkel stated we received bids from one contractor due to the time restraint on the project. They have 90 days to install about 200 pressure reducing valves and expansion tanks in homes where the pressure will be increased. The bid was for \$149,946 from Blessed Plumbing. The estimate was \$175,000.

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

RESOLUTION:

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

R 2018-043

1. WHEREAS THE DISTRICT IS IN NEED OF COMPLETING THE IPRV

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INSTALLATION PROJECT AND

2. WHEREAS THE GENERAL MANAGER SOLICITED BIDS FROM PLUMBING AND CONTRACTING COMPANIES AND THE DISTRICT RECEIVED ONE BID FROM BLESSED PLUMBING INC IN THE AMOUNT OF \$149,946.00 THE GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO A CONTRACT WITH BLESSED PLUMBING INC TO COMPLETE THE PROPOSED PROJECT FOR THE IPRV AND APPURTENANCES INSTALLATION, AND
3. THEREFORE THE BOARD OF TRUSTEES APPROVES THE CONTRACT FOR BLESSED PLUMBING INC TO PROVIDE THE IPRV INSTALLATION PROJECT IN AN AMOUNT NOT TO EXCEED \$149,946.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE AWARD ATTACHED HERETO AND THE NOTICE TO PROCEED, AND
4. 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. 2018-043 WAS APPROVED.

RO LINE BIDS:

Mr. Conkel stated the bids will be open next Tuesday the 21st at 1:30pm

STATE AUDITOR FORM TO CONFIRM BANK ACCT INFO:

Mrs. Killen stated the auditors need permission from the Board so they can access to two accounts with Park National Bank that we do not have online access to. They just need two board members to sign the form granting them permission.

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8. OFFICE MANAGER'S REPORT

Mrs. Carrelli stated the county auditor contacted the District on behalf of a customer who had medical issues causing her property tax payment to be late. She requested the late fees be removed. They were able to remove their portion but require a resolution to remove the portion of late fees charged on the assessment which total \$29.55. They said in the past they have just removed them and now they are requiring the entity that put the assessment on must now give permission.

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

RESOLUTION:

- 1. RESOLUTION FOR THE REMISSION OF THE LATE PAYMENT PENALTIES ASSESSED BY THE LICKING COUNTY AUDITOR FOR THE LATE PAYMENT OF PROPERTY TAXES ON PARCEL #063-147558-00.000, OWNED BY DONALD & DIANE MCMILLIN.**

TAX PAYMENT DUE:	07-18-18
TAX PAYMENT POSTED:	07-31-18, DUE TO MEDICAL ISSUE - SEE ATTACHED DOCUMENTATION RECEIVED FROM LICKING COUNTY AUDITOR

PROJECT #8005/SEWER:	\$16.85*
PROJECT #8006/WATER:	\$12.70*

TOTAL PENALTY TO BE REMOVED: \$29.55*

*Note: upon remission of the late payment penalty, the Licking County Auditor will remove their remaining fees, in the amounts noted below, bringing the balance due to \$0.00

Project #8005/SEWER:	\$0.51
Project #8006/WATER:	\$0.38
Total Penalty Fees to be Removed:	\$0.89

Mr. Carlisle suggested we table the resolution until we get a legal opinion from Mr. Albers.

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

- 1. RESOLUTION TO RESCIND THE ACTIONS APPROVED BY RESOLUTION NO. 2018-019 AND 2018-020 AS THE LICKING COUNTY AUDITOR HAS NOT PROCEEDED WITH THE SPLIT AND REPLAT OF PARCEL #012-028896-00.000.**

THE SANITARY SEWER AND WATER ASSESSMENTS WILL NOT BE TRANSFERRED AS PREVIOUSLY APPROVED BY R2018-019; AND

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DELINQUENT MONTHLY SERVICE CHARGES WILL NOT BE TRANSFERRED AS PREVIOUSLY APPROVED BY R2018-020.

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.**

Mrs. Carrelli stated the replat has not happened and if it does happen in the future the dollar amounts will change. Mr. Carlisle asked why it has not happened yet. He asked we contact them to find out a timeline on when/if the replat will happen. This resolution is tabled until more information can be provided.

MISC:

Mrs. Killen informed the Board we had 5 auditors here last week. The audit is ongoing but they should be done with the in-house work.

9. ATTORNEY'S REPORT

Mr. Albers was not present at this meeting.

10. EXECUTIVE SESSION

There was no executive session.

11. TRUSTEES' COMMENTS

There were no trustee comments at this meeting.

12. ADJOURNMENT

Mr. Fox 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 3:26p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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740-927-0410

REGULAR BOARD MEETING

August 14, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE

A handwritten signature in black ink, appearing to read "D. Wagner".

L # Schools

740-927-6826