

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

**BOARD MEETING MINUTES  
February 13, 2018**

**1. OPENING**

The February 13, 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. Killen. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Kathy Killen, Josephine Carrelli, John Albers and those members of the public who signed the February 13, 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. Carlisle made a motion, second by Mr. Fox to approve the minutes of the Board meeting of January 30, 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**

There were no public comments at this time.

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**7. GENERAL MANAGER'S REPORT**

**WATER TREATMENT PLANT CONSTRUCTION UPDATE:**

Mr. Conkel reported they have poured the south half of the clearwell and continue with piping between the clearwell and detention tank. They are only a week or two behind schedule at this time. Mr. Carlisle asked about the issue with the north half of the clearwell floor slab. Mr. Conkel stated he just had a meeting about it this morning. They are working on ways to test it. They do not believe there is an issue with the strength of the slab. It affects the top ¼"- ½" of the slab where the rain hit it. Mr. Conkel stated they want to make sure it is a long term fix and matches the rest of the floor. He also stated he will be requesting an extended warranty. Mr. Carlisle asked to add this to the agenda for future meetings until the problem is fixed.

**SUMMIT TANK CONSTRUCTION UPDATE:**

Mr. Conkel stated the tank is up and the top is welded on. The next phase of construction will be the interior piping and valves. He is not sure if this will happen before or during the painting but he will provide updates.

**MEETING WITH POTENTIAL CUSTOMER IN JRS:**

Mr. Conkel stated he has a meeting with a potential customer in the job ready site tomorrow. They provided a first blush of a contract that Mr. Albers is reviewing and he will be attending the meeting as well.

**REPORT ON MEETING WITH JERSEY TOWNSHIP:**

Mr. Conkel reported he met with Jersey Township on 2/5/18. He found out the area between the original City of Columbus regional facilities planning area and the area that got revised which goes to Mink Rd to the North, is open to be served by whomever gets there first unless it gets annexed. He originally thought we were not permitted to serve that area but that is not the case. Mr. Carlisle asked what the trustees wanted. Mr. Conkel stated they were very interested in getting services up there. Mr. Carlisle commented that we need to be careful we do not over extend ourselves. Mr. Albers asked if it could be a USDA financed project. Mr. Conkel responded saying it was not likely because it would be mainly serving commercial properties, not residential. Mr. Albers asked what New Albany's expansion plans up 161 are. Mr. Conkel stated the map shows to Harrison Rd. He has requested a price change from Strand engineering to go up 161 and has talked to Coughlin about cost sharing. Mr. Albers stated townships can subsidize engineering studies if they want to

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ask them to help out with the cost. Mr. Fox asked about any side agreements saying they are required to connect. Mr. Conkel stated the agreement says residential customers will not be required to connect unless the EPA or health department mandates it. Mr. Conkel stated he did a survey to see if there was any interest from the residents in getting water service and said there was some interest.

**MEETING WITH ST. ALBANS TOWNSHIP:**

Mr. Conkel stated a St. Albans township trustee was at the meeting and Mr. Conkel offered to meet with them as well to give them an update about what we are doing here at the District.

**WELLFIELD EXPLORATION:**

Mr. Conkel stated he met with Mr. Parrish and he wants the District to wait to access the southern side of the property. It is inaccessible to us because of a creek. We will start with explorations on our side of the creek and continue to discuss with Mr. Parrish to come up with a time that works for everybody.

Mr. Albers said we have a right to access the property for wellfield explorations as long as any damages that may happen are taken care of. Mr. Albers asked Mr. Conkel if he had a template form to get consent to access property. He said he has an old agreement and will send it to Mr. Albers to review.

**VILLAS AT FOOR FARMS ADJUSTMENT REQUEST:**

Mr. Conkel explained our sod policy does not apply to commercial establishments and our leak policy specifies a repair must be made to receive an adjustment. Mr. Conkel suggested we adjust off 1/3 of the amount of the excess sewer charges.

Mr. Carlisle made a motion, second by Mr. Fox to approve an adjustment in the amount of \$2,253.17 for The Villas at Foor Farms. Upon Roll Call vote, all voted aye. Motion carried.

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli had nothing to present.

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**9. ATTORNEY'S REPORT**

Mr. Albers explained the process to go into executive session for economic development and how the minutes should be completed to reflect that.

**10. EXECUTIVE SESSION**

Mr. Carlisle moved to adjourn into executive session pursuant to Ohio Revised Code 121.22 (G) (3), conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action and 121.22 (G) (8), for the purpose of considering confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statement of an applicant for economic development assistance and the information is directly related to a request for economic development assistance that is to be provided or administered under Ohio Revised Code Chapter 715, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project and

The Board hereby determines that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project

Seconded by Mr. Fox

Kretzmann.....yes  
Fox.....yes  
Carlisle.....yes

MOTION CARRIED.

Entered executive session at 3:32pm

Mr. Kretzmann made a motion, second by Mr. Carlisle to return from Executive Session.

Kretzmann.....yes  
Fox.....yes  
Carlisle.....yes

Motion Carried.

Returned from Executive Session at 3:55 P.M.

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**11. TRUSTEES' COMMENTS**

Mr. Fox asked Mr. Conkel if the the rate study for Beechwood Trails was complete yet. Mr. Conkel stated it was not. Mr. Carlisle stated they were told they would not have anything before March.

Mr. Fox asked Mr. Albers if there would be any conflict with all 3 board members attending the agricultural breakfast. Mr. Albers said it would not be an issue.

**12. ADJOURNMENT**

Mr. Carlisle made a motion, second by Mr. Fox that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 3:59 p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

February 13, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE