

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

(740) 927-0410

BOARD MEETING MINUTES

July 12, 2016

1. OPENING

The July 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. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Kretzmann, Mr. Meade and Mr. Carlisle were present at roll call. Also present were Leo Conkel, CJ Gilcher, Rhonda Loomis and Bobbie O'Keefe.

2. ADOPTION OF AGENDA

Ms. Loomis stated that she needed to add an item to the agenda regarding the benefit stipend provision in Mr. Conkel's contract. Mr. Kretzmann made a Motion to approve the Agenda with the addition of the item requested by Ms. Loomis; Mr. Meade seconded. Vote, all aye. Agenda adopted.

3. APPROVAL OF MINUTES

Mr. Kretzmann made a Motion, seconded by Mr. Meade, to approve the Minutes of the June 28, 2016 Regular Board 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. Positive Lead Hit: Mr. Conkel reported that a positive lead hit had occurred in a house that is currently being rehabbed. The level was 20 mcg and the EPA guideline sets 15 mcg as the limit. The district notified the EPA and the homeowner. There is no change needed to the district's water system as the lead levels district-wide are under the EPA required levels.

B. Preserve at Haaf Farm Emergency Booster: Mr. Conkel stated that the booster at the Preserve at Haaf Farm will not fill the tank as required. Mr. Conkel, Mr. Gilcher and representatives of the developer are trying to rectify the problem. When the booster was to be tested, it wouldn't pump water. Ms. O'Keefe suggested that when the parties are able to work out a solution, an amendment to the developer's agreement should be prepared.

C. Radio Agreement: Mr. Conkel indicated that the Reynoldsburg City Schools has requested to erect a radio tower on one of the district's water towers. The board stated that it is willing to entertain the school district's offer. Mr. Carlisle commented that he would want the school district to assure its radio equipment would not negatively impact the National Gas radio equipment or any other business's equipment on the same tower. Mr. Conkel stated he would follow up with Reynoldsburg Schools to obtain more information.

D. Credit Card Limit: Mr. Conkel addressed the \$5,000 limit on the district's credit card. He suggested that the board increase the limit, because \$5,000 may not be enough to take care of an emergency repair requiring the use of a credit card when there is not enough time to obtain a purchase order. Ms. Killen keeps very tight control of the credit card and knows where it is at all times. Mr. Carlisle asked Ms. O'Keefe whether it was permissible for the district to increase its credit limit, and Ms. O'Keefe recommended that Ms. Killen and the district's accountant would be better able to answer this question. She stated that Chapter 6119 of the Ohio Revised Code does not address this issue. Mr. Carlisle made a Motion, which was seconded by Mr. Meade, to adopt Resolution No. 2016-037 to increase the credit limit on the district's credit card to \$20,000.00 contingent upon the approval of Ms. Killen and the district's accountant. Upon roll call vote, all voted aye. Resolution No. 2016-037 was approved.

E. General: Mr. Conkel stated he went to the Etna Township Trustees' meeting and that he will be going to Pataskala City Council's meeting and the Harrison Township Trustees' meeting in the near future.

8. OFFICE MANAGER'S REPORT

A. Resolution to Reduce Deferred Water Assessment: Ms. Loomis presented Resolution No. 2016-038, which is a resolution to reduce the deferred water assessment on

Parcel #11-026616-00.000 due to an 11.222 acre split to develop the Inn at Summit Trail, an assisted living facility. Ms. Loomis explained that the commercial sewer connection fee has been paid in full. Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to adopt Resolution No. 2016-038. Upon roll call vote, all voted aye. Resolution No. 2016-038 was adopted.

B. General Manager's Employment Agreement: Ms. Loomis indicated that the provision in the general manager's agreement regarding the benefit stipend be changed to a monthly stipend so that the stipend could be pro-rated monthly in the event the general manager needs to apply for coverage in the event a qualifying event should occur. Mr. Carlisle made the motion to approve Resolution No. 2016-039 to modify the general manager employment agreement as discussed. Mr. Kretzmann asked Mr. Conkel if he agreed with this change and Mr. Conkel responded that he did. Mr. Meade seconded the motion. Upon roll call vote, all voted aye. Resolution No. 2016-039 was approved.

C. Shamrock Motel Theft of Water: Mr. Conkel told the board that he, Mr. Gilcher and Ms. Loomis had been involved today in discovering that a fire hydrant on the Shamrock Motel property had been opened. Mr. Gilcher stated that he happened to drive by the property and saw that the hydrant cap had been removed and that water was in the hydrant barrel. The barrel was drained of all water and the cap was reappplied. After later inspection of the same hydrant, it was discovered that the cap had again been removed and that water was in the barrel. Mr. Gilcher stated that the district removed the water and refastened the cap as tightly as possible, and this morning it was found that the cap had been removed and there was again water in the barrel. Mr. Gilcher indicated that whoever tampered with the hydrant is using a pipe wrench to remove the cap, which could significantly damage the hydrant and render it unusable. Further investigation into the circumstances will be done by the county sheriff and district staff.

9. ATTORNEY'S REPORT

Ms. O'Keefe stated that she had nothing to report in open session, but that she had a matter to discuss with the board regarding imminent litigation in Executive Session.

10. EXECUTIVE SESSION

Mr. Kretzmann made a Motion for the board to go into executive session pursuant to Ohio Rev. Code sec. 121.22 to discuss imminent litigation. Mr. Meade seconded the Motion. Upon roll call vote, all voted aye. The board went into executive session at 1:43 pm.

Mr. Carlisle made a Motion for the board to come out of executive session. Mr. Meade seconded the Motion. Upon roll call vote, all voted aye. The board came out of executive session at 1:48 pm.

11. **ADDITIONAL PUBLIC COMMENTS**

None.

12. **TRUSTEE COMMENTS**

Mr. Meade: Mr. Meade stated that during the last Utility Committee meeting the members went into Executive Session, but did not take any action. He also stated that a resident of Willow Drive complained to Pataskala that the city had drained his well. The resident's well pumps from the same aquifer as the city and the district. The resident hired Attorney Connie Klema and demanded that the city provide him with a free water tap and free water for six months. The resident actually resides within the district boundaries, and one of the city council members asked why the resident was talking to the city instead of the district. Mr. Meade then reported that he and Mr. Conkel will attend the Pataskala City Council meeting the next Monday at 7:00 pm.

Mr. Kretzmann: Mr. Kretzmann stated that he was glad Mr. Conkel was present at the meeting.

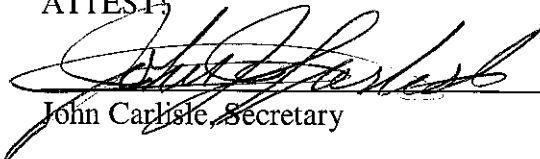
Mr. Carlisle: Mr. Carlisle thanked Mr. Conkel for attending the Etna Township Trustees meeting.

13. **ADJOURNMENT**

Mr. Carlisle moved to adjourn, and Mr. Kretzmann seconded the Motion.

The meeting was adjourned at 1:54 pm.

ATTEST:



John Carlisle, Secretary