

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

**BOARD MEETING MINUTES  
November 27, 2018**

**1. OPENING**

The November 27, 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 Mr. Kretzmann. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Kathy Killen, CJ Gilcher, Josephine Carrelli and those members of the public who signed the November 27, 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. Kretzmann made a motion, second by Mr. Carlisle to approve the minutes of the Board meeting of November 13, 2018. Upon Roll Call vote, Mr. Kretzmann and Mr. Carlisle voted aye. Mr. Fox abstained. Motion carried.

**4. PAYMENT OF BILLS**

Mr. Fox moved to approve payment of the bills as presented. Mr. Kretzmann seconded. Upon Roll Call vote, all voted aye. Motion carried.

**5. COMMUNICATIONS**

There were no communications at this time.

**6. PUBLIC COMMENTS**

There were no public comments.

**7. GENERAL MANAGER'S REPORT**

**WATER TREATMENT PLANT CONSTRUCTION UPDATE:**

Mr. Conkel stated they continue to work on the interior piping and electric. It does not look like they will get the paving done this year but are hoping to have the base down for the winter.

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**SUMMIT TANK CONSTRUCTION UPDATE:**

Mr. Conkel stated they have pressurized the line coming up to the tank and will take the Bac T samples next week and hopefully will be filling the tank in the next week or so.

**SUMMIT ROAD WATER LINE CONSTRUCTION UPDATE:**

Mr. Conkel stated they have all the bores in and are missing about 300 feet on Summit Rd. They have all of Woodside Dr. done except the last 250 feet and have to complete Cable Rd. They are all on the North side of Cable.

**REFUFEE ROAD WATER LINE CONSTRUCTION UPDATE:**

Mr. Conkel stated they have 3 main line pressure reducing valves to install and they are scheduled for Dec 3<sup>rd</sup>, 4<sup>th</sup> and 10<sup>th</sup>.

**RO CONCENTRATE LINE:**

Mr. Conkel stated he is closely looking at the references for the contractor and will have a recommendation for the Board at the next meeting.

**TEST WELL SR 40 EAST BIDDING:**

Mr. Conkel stated he has the documents for bidding ready to go and should have that out in the next week or so. He would like to get the well drilled in January when the ground is frozen.

**IPRV PROJECT UPDATE:**

Mr. Conkel stated they have all but 12 IPRVs to install out of 200 and they are all scheduled to be done by next week. He stated the project is going very well.

**SUMMIT RIDGE DEVELOPMENT AGREEMENT-RESOLUTION:**

Mr. Conkel stated they have provided all the documents, inspection fees and bonds required to start the next phase of 20 lots.

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

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**RESOLUTION:**

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

**R 2018-061 RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH SUMMIT RIDGE LIMITED PARTNERSHIP FOR THE SUMMIT RIDGE ESTATES, PHASE 3A, WATER AND SEWER PROJECT ON CLEVELAND ROAD.**

**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. 2018-061 WAS APPROVED.**

**8. OFFICE MANAGER'S REPORT**

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

**RESOLUTION:**

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

**R 2018-062 RESOLUTION TO CERTIFY DELINQUENT CUSTOMER ACCOUNTS TO THE LICKING COUNTY AUDITOR.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-062 WAS APPROVED.**

Mrs. Carrelli presented a copy of the water shut off list. 47 door tags were left 11/26/18 and 32 accounts remain on the list at this time to be shut off 11/28/18.

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

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**RESOLUTION:**

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

1. **R 2018-063 RESOLUTION TO ACCEPT THE INSURANCE PREMIUM RENEWAL AS PRESENTED BY BURNHAM & FLOWER INSURANCE GROUP, JIM ORGAN REPRESENTATIVE – MEDICAL MUTUAL OF OHIO HRA PLAN AT AN INCREASE OF 3.7% IN OVERALL PREMIUM COST- AND BURNHAM & FLOWER REMAIN AGENT OF RECORD FOR THE VISION, DENTAL POLICIES EFFECTIVE JANUARY 1, 2019. EMPLOYEE CONTRIBUTION TO BE 15% OF THE MEDICAL/VISION/DENTAL PLAN PREMIUM COSTS. LIFE INSURANCE RENEWAL WILL BE THROUGH CONSUMER LIFE/MMO. ALL COST BREAKDOWNS ATTACHED AND PRESENTED TO THE BOARD OF TRUSTEES.**
  
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. 2018-063 WAS APPROVED.**

Mr. Carlisle asked to have the health insurance renewal information available in August next year so they have enough time to review it and make any changes if necessary.

**9. ATTORNEY'S REPORT**

Mr. Albers was not present at this meeting.

**10. EXECUTIVE SESSION**

Mr. Carlisle moved to adjourn into executive session pursuant to Ohio Revised Code 121.22 (G) (2), To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest.

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Seconded by Mr. Fox

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

MOTION CARRIED.

Entered executive session at 3:17pm

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

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

Motion Carried.

Returned from Executive Session at 3:31 P.M.

Mr. Carlisle made a motion, second by Mr. Fox, to direct Mr. Conkel to spend up to \$20,000 towards the purchase of land.

Upon Roll Call vote, all voted aye. Motion carried.

Mrs. Carrelli informed the Board the information for the General Liability Insurance Renewal was in their packets for review. Mr. Carlisle asked to put it on the agenda for the next meeting.

**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 3:35p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

November 27, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE