

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

**BOARD MEETING MINUTES
NOVEMBER 28, 2017**

1. OPENING

The November 28, 2017 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Carlisle at 1:00 p.m. The Pledge of Allegiance was led by Mrs. Shearer. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, CJ Gilcher, Kathy Killen, Josephine Carrelli, Kim Shearer, and those members of the public who signed the November 28, 2017 sign-in sheet.

Our featured employee this meeting is Mrs. Kim Shearer, Assessment Clerk.

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 November 14, 2017. 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 stated there were 4 wall sections to pour on the clearwell. 3 will be done this Thursday 11/30 and the remaining one will be complete next week. The bulk of the rebar is up on the detention tank and they will start pouring next week.

SUMMIT TOWER CONSTRUCTION UPDATE:

Mr. Conkel reported the dome is complete and the steel is being inspected before it ships out this Friday. Work will start this weekend or Monday and once they start, they do not stop.

The project is on schedule.

HARRISON TOWNSHIP GRINDER:

Mr. Conkel stated Harrison Township Trustees are replacing a 6" gravity sewer with a grinder and he is giving them some guidance on picking out a grinder and how to install it. It is Harrison Township's responsibility to purchase and maintain it.

INDIVIDUAL RESIDENTIAL GRINDER MAINTENANCE:

Mr. Conkel reported he spoke with Mr. Albers regarding the maintaining of an individual residential grinder station. He had the same liability concerns if we were to take over the maintenance. If nobody is at the home to notify us when/if there is a problem. Mr. Albers felt we should keep the public and private line separate. Mr. Kretzmann asked if we had a policy that addresses that issue. Mr. Conkel stated our practice is to maintain to the public right of way.

There is one private grinder the District maintains on York and Beecher Rd. There were sewer back up issues there and the District installed the grinder station to stop the issues years ago.

8. OFFICE MANAGER'S REPORT

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

RESOLUTION:

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

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R 2017-050 RESOLUTION TO CERTIFY DELINQUENT CUSTOMER ACCOUNTS TO THE LICKING COUNTY AUDITOR.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-050 WAS APPROVED.

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

RESOLUTION:

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

**R 2017-051 RESOLUTION TO REMOVE DEFERED SANITARY SEWER SPECIAL ASSESSMENT AS IT HAS BEEN PAID IN FULL.
Parcel# 025-067890-00.000 Project#8004/Deferred Assessment**

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-051 WAS APPROVED.

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

RESOLUTION:

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

R 2017-052 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 11.99% IN OVERALL PREMIUM COST- AND BURNHAM & FLOWER REMAIN AGENT OF RECORD FOR THE VISION, DENTAL POLICIES EFFECTIVE JANUARY 1, 2018. 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.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-052 WAS APPROVED.

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Mrs. Carrelli presented a copy of the water shut off list. She stated that there were 45 door tags distributed 11/27/17. As of today, 31 accounts remain on the list to be shut off 11/29/17.

Mr. Brad Bush with Wichert Insurance presented options for the renewal of our General Liability Insurance. The information will be reviewed and a decision will be made at the next meeting.

9. ATTORNEY'S REPORT

Mr. Albers was not present at this meeting.

10. EXECUTIVE SESSION

There was no executive session at this meeting.

MISCELLANEOUS

Mr. Carlisle stated that the Board wanted to meet each employee and welcomed Mrs. Shearer to the meeting.

Mrs. Shearer introduced herself and discussed her daily operations in the District.

CHRISTMAS LUNCHEON:

Mr. Conkel recommended we do a Christmas lunch at Tall Timbers.

Mr. Carlisle made a motion, second by Mr. Kretzmann to authorize Mr. Conkel to schedule the Christmas lunch at a cost not to exceed \$1,500.00.

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

11. TRUSTEES' COMMENTS

Mr. Carlisle asked Mrs. Carrelli if she was enjoying her new position and how it was going. She said she is liking it and is learning a lot.

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Mr. Fox asked Mrs. Carrelli if the safety meetings she attends in Newark are informative. She said every one she has attended she found to be very informative. Some discussion followed about the safety meetings.

Mr. Carlisle asked if we felt we needed to make any changes to our current security procedures. He said to think about it and let them know if any changes are needed.

12. ADJOURNMENT

Mr. Kretzmann 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 1:54 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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P.O. BOX 215, ETNA, OH 43018

69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

November 28, 2017

SIGN BELOW:

NAME

ADDRESS

PHONE

Brad Bush

5991 Chandler Cr
Westerville, Oh. o

614-426-9040