

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

(740) 927-0410

BOARD MEETING MINUTES

October 27, 2015

1. OPENING

The October 27, 2015 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. Mr. Kretzmann, Mr. Carlisle and Mr. Meade were present at roll call. Also present were Don Rector, and Rhonda Loomis.

2. ADOPTION OF AGENDA

Mr. Rector added a communication from OWDA on Commencement of Design and a report of District I/I. Mr. Kretzmann made a Motion to adopt the Agenda. Mr. Meade seconded. Vote, all aye. Agenda was adopted.

3. APPROVAL OF MINUTES

Regular Board Meeting Minutes: Mr. Carlisle moved to approve the Minutes of the Board Meeting held on October 13, 2015. Mr. Kretzmann seconded the Motion with the correction. Vote, all aye. Minutes were approved as corrected.

4. PAYMENT OF BILLS

Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to pay the bills as presented. Vote, all aye. Motion was approved.

5. COMMUNICATIONS/WRITTEN PUBLIC COMMENTS

Mr. Rector provided the commencement of the payment required by OWDA on the design loan, with estimated semiannual payments being \$20,331.75 based on the financed amount of \$813,563.22. Mr. Rector stated he would be rolling the loans into the construction loans of the water plant and tower.

6. **PUBLIC COMMENTS**

None

7. **GENERAL MANAGER'S REPORT**

a. Gave a brief presentation that he had prepared for Omega Group on shared services and cooperation with other governments. Mr. Rector reported the meeting for Friday however had been cancelled. Mr. Meade asked about who has responsibility for hydrants, maintenance, clearing and mowing. Mr. Rector stated the District takes care of all the hydrants in the system. Mr. Kretzmann asked what the hydrant flushing schedule is. Mr. Rector reported total system flushing every two years, and in closed end systems the employees flush on a regular basis throughout the year.

e. Discussion setting the date and time for the Audit/Finance Report. Mr. Rector reported that November 24, 2015 at noon worked for the District accountant and CPA. The District should have projections and a rate analysis completed. Motion by Larry Meade, seconded by Larry Kretzmann to set the November 24, 2015 date. All voted aye.

f. Mr. Rector presented a map highlighting phase 2 of the hydrant flushing currently being performed by the District. Advised there are signs in the areas of hydrant flushing, someone is attending the hydrant if it is at higher flow, and the District website has areas listed. The District has received very few calls on brown water.

g. Mr. Rector will be sending information to the Board on the next phase of smoke testing. The dates and times are coming along, however trying to get employees available needs more coordination.

h. Mr. Rector presented a resolution on RCD Sales, Inc. for site development water line improvements. Mr. Carlisle reports the site is approximately 30 acres with approximately 8 being used for building. Mr. Carlisle wanted clarification on page five, section 5.3 on the word "purchaser" vs "developer". The language is not uniform, Mr. Rector agreed the language should read "developer". Mr. Carlisle advised that all boilerplate agreements need updated to uniform language of "developer". Mr. Rector agreed. Mr. Carlisle made a motion to approve Resolution 2015-048 with the language change in the agreement, Mr. Kretzmann seconded, all vote aye. Motion passed.

i. Mr. Rector advised the line item in the budget for I/I work was already over budget by \$20,000, however the overall budget was still inline, therefore he was not as concerned about this being over budget, but wanted a motion to approve an additional \$53,000 to be spent on the I/I projects. Motion by Mr. Kretzmann, seconded by Larry Meade. All voted aye.

j. Ms. O'Keefe called in for a short teleconference on update for the St. Rt. 310 and St. Rt. 70 as she was held up in court and could not make the meeting. Mr. Kretzmann thank Ms. O'Keefe for the letter she drafted to ODOT. Mr. Rector made a few changes in to who was to receive it after conversation with ODOT that morning. He advised he changed a sentence in regards to inspection fees, the District did not authorize that payment either. Mr. Rector has sent the final letter to Ms. O'Keefe by email for her records. Ms. O'Keefe has nothing to report on litigation, just waiting on the decision for the motion of summary judgement. She is expecting that ruling soon. Mr. Kretzmann advised Ms. O'Keefe that the Audit/Finance meeting is November 24, 2015 at noon. Phone call ended.

k. Mr. Rector discussed with the Board his discussion with ODOT prior to the completion of the letter. He spoke with Mr. Sturgeon about who to send it to. Mr. Carlisle and Mr. Rector attending a meeting discussing ODOT financing the project. Discussion followed. Mr. Kretzmann strongly opposed this cost being placed on the back of the customers. Mr. Rector states he is continuing to meet on design of the utilities. He also is working to keep businesses online and to save money. The District is working on moving forward with little financial impact. Mr. Carlisle felt Mr. Sturgeon understood the District's opinion and was going back to his central office with the District's concern. The Board signed the letter on behalf of the District to send to ODOT.

8. OFFICE MANAGER'S REPORT

a. Resolution to Certify Delinquents to the Licking County Auditor: Mr. Carlisle moved to approve Resolution No. 2015-049 to certify delinquent accounts to the auditor for collection. Mr. Kretzmann seconded. Upon roll call vote, all voted aye. Resolution No. 2015-0049 approved.

b. Shut-off List for October 28, 2015, 2015 for Unpaid Services: Ms. Loomis included the current shut-off list in the board's packet.

c. Presented a copy of the BWC reimbursement check for attending the LC Safety Chamber meetings in the amount of \$319.99.

d. Presented the Medical Mutual recommendation from the General Manager after meeting with Wichert at the District office. The recommendation was that the District raise deductibles from 3,000/6,000 (single/family) to 4,000/8,000, lowering the premium and resulting in an increase overall of 2.75% versus initial renewal of 14.9%. The vision plan and the dental plan had minimal increases. Mr. Kretzmann stated he would make the motion to get this resolution done. Died for a lack of second. Mr. Carlisle suggested they had time to review the packet as the renewal is not until December 1, 2015.

e. Updated Lonnie Maynard's situation on his work place injury. He is mending. The BWC hearing officer has sent the initial approval for the surgery being covered under BWC. This can still be appealed for 30 days.

9. **ATTORNEY'S REPORT**

Not in attendance

10. **EXECUTIVE SESSION**

Not needed

11. **ADDITIONAL PUBLIC COMMENTS**

None.

12. **TRUSTEE COMMENTS**

Mr. Meade advised he attended the City of Pataskala meeting. He understood the City was sending a letter (per motion 6-1) to ask the District to advise the City of any surveys being done in the area. To date not received per Mr. Rector.

Mr. Kretzmann thanked, Mr. Carlisle, Mr. Rector and Ms. O'Keefe for staying on the ODOT bridge project in attempt to keep District costs low.

13. **ADJOURNMENT**

Mr. Carlisle made a Motion to adjourn, and Mr. Kretzmann seconded. The meeting was adjourned at 2:05 pm.

ATTEST.



John Carlisle, District Secretary