

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

**BOARD MEETING MINUTES
October 30, 2018**

1. OPENING

The October 30, 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. Fox. Mr. Kretzmann, Mr. Fox, 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 October 30, 2018 sign-in sheet.

2. ADOPTION OF AGENDA

Mr. Carlisle made a motion, second by Mr. Kretzmann, 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. Fox to approve the minutes of the Board meeting of September 25, 2018. Upon Roll Call vote, all voted aye. 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

Mr. Barnard Kemter was present to discuss his flat rate sewer bill in Beechwood Trails. He does not think it is fair that he is paying the same as a single person home for his sewer bill as a 7 person home pays. Mr. Conkel stated he pays a flat rate sewer bill because we do not meter his sewage. Mr. Kemter asked about basing it off of Pataskala's reads. Mr. Carlisle explained we are currently having a rate study done to look at this situation and others and make sure we are charging our customers the correct amount.

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7. GENERAL MANAGER'S REPORT

WATER TREATMENT PLANT CONSTRUCTION UPDATE:

Mr. Conkel stated they continue to work on the interior piping and have some of the exterior utilities done and hope to get the drive installed by mid-November.

SUMMIT TANK CONSTRUCTION UPDATE:

Mr. Conkel stated they are working on the electric at this time.

SUMMIT ROAD WATER LINE CONSTRUCTION UPDATE:

Mr. Conkel stated they have moved up to Woodside Dr. He also stated he met with them this morning on some changes for the school site.

REFUGEE ROAD WATER LINE CONSTRUCTION UPDATE:

Mr. Conkel stated they are testing the water lines at this time.

Mr. Fox asked about some standing water along Refugee Rd in the right of way and asked how it would be fixed. Mr. Conkel stated he has met with Mr. Stillwell about the standing water. The homeowner is saying the water is standing there longer than it used to. Mr. Carlisle stated this would be a joint project with Harrison Township for a long term fix for the issue but would not be completed until the spring.

RO CONCENTRATE LINE REBID:

Mr. Conkel stated he received 3 bids for the RO concentrate line this morning.

J & J Schlaegel was the low at \$837,505
Tribute was second at \$848,705 and Rock River Construction bid at \$923,571. Mr. Conkel will check the references for J & J Schlaegel and make a recommendation.

CHEVY DRIVE LAND BANK PROPERTY:

Mr. Conkel stated this is a about a 1 acre property that Licking County has in their Land bank program with a purchase price of \$250.00 for the transfer. We have a lift station on the property and sanitary sewer coming across it and Mr. Conkel would like to purchase the property to have access to it for any future updates.

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Mr. Kretzmann made a motion, second by Mr. Fox to authorize Mr. Conkel to move forward with the purchase of the property from Licking County. A resolution will be prepared for signature for the next meeting.

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

BROADMOORE COMMONS PH 1, SECTIONS 1 AND 2 USE & HOOK UP RESOLUTION:

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

RESOLUTION:

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

R 2018-055 WHEREAS:THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH WESTPORT HOMES, INC FOR BROADMOORE COMMONS, PART 1 SECTION 1 AND 2, WATER AND SANITARY SEWER ON APRIL 25, 2017; AND

WHEREAS: WESTPORT HOMES, INC HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND

THE BOARD OF TRUSTEES APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN BROADMOORE COMMONS, PART 1 SECTION 1 AND 2; AND

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. 2018-055 WAS APPROVED.

WELLFIELD EXPLORATIONS:

Mr. Conkel stated we received specifications for the wellfield out by National Trails and will be put out to bid in the next 30 days or so. He also stated he continues to have discussions with Alexandria.

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RATE STUDY:

Mr. Conkel stated that he met with Rcap last Monday, 10/22/18. Mr. Conkel needs to provide a little more information to them to complete the study and hope to have it completed in the next 30-45 days.

OWDA APPLICATION-RO CONCENTRATE LINE-RESOLUTION:

Mr. Conkel stated he would like to apply for \$900,000 for the Ro Concentrate line project.

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

RESOLUTION:

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

R 2018-056 A RESOLUTION AUTHORIZING JOHN CARLISLE, PRESIDENT, BOARD OF TRUSTEES, SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT TO APPLY FOR, ACCEPT, AND ENTER INTO A COOPERATIVE AGREEMENT FOR CONSTRUCTION OF THE RO CONCENTRATE LINE IMPROVEMENT PROJECT BETWEEN THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT AND THE OHIO WATER DEVELOPMENT AUTHORITY AND DECLARING AN EMERGENCY.

WHEREAS, the Southwest Licking Community Water and Sewer District (hereinafter referred to as the "LGA") desires to construct the RO Concentrate Line Improvement; and

WHEREAS, the LGA desires to obtain a loan from the Ohio Water Development Authority (hereinafter referred to as the "OWDA") to finance costs of the planning of such facilities on the terms set forth in the Cooperative Agreement (defined below); and

WHEREAS, the OWDA has indicated its willingness to make a loan for that purpose and on those terms;

NOW, THEREFORE, BE IT ORDAINED by the Board of the Southwest Licking Community Water and Sewer District:

Section 1. That the LGA hereby approves the planning of the aforesaid Refugee Road Water Line Improvement in cooperation with the OWDA under the provisions, terms and conditions set forth in the "Cooperative Agreement for State Planning Project" as set forth in Exhibit A (the "Cooperative Agreement") and hereby authorizes the Chief Executive Officer and the Chief Fiscal Officer of the LGA to execute the Cooperative Agreement with the OWDA substantially in the form set forth in Exhibit A.

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Section 2. That it is found and determined that all formal actions of this Board concerning and relating to the passage of this resolution was passed in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, and safety of said Southwest Licking Community Water and Sewer District for the reason that the immediate construction of the Refugee Road Water Line Improvement at the earliest possible time is necessary in order to protect the health of the inhabitants of the LGA by providing a means to treat and store potable water; wherefore, this Resolution shall be in full force and effect from and immediately after its passage.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-056 WAS APPROVED.

MISC:

Mr. Conkel stated the new screen at the waste water treatment facility was installed and he passed around pictures to show the before and after. The old screen was installed in 2004 and has a life span of around 7-10 yrs. The new screen has a life expectancy of about 15 years.

Mr. Conkel stated he would like to look at USDA project financing and hopes to meet with a representative in a few weeks.

Mr. Conkel also stated the District is receiving a Green award from the Licking County Soil and Water Conservation District and there is a banquet scheduled on November 7, 2018. He let the Board know they were welcome to attend.

He also notified the Board that Mr. Spence has turned down the job offer so he will not be starting as a water plant operator. They are now going to move over an employee from Collections to the water department and hire someone to take his place in the collections department.

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.

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**R 2018-057 RESOLUTION TO CERTIFY DELINQUENT CUSTOMER
ACCOUNTS TO THE LICKING COUNTY AUDITOR.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-057 WAS
APPROVED.**

Mrs. Carrelli presented a copy of the water shut off list. 43 door tags were left
10/29/18 and 35 accounts remain on the list at this time to be shut off 10/31/18.

Resolution #2018-053 to approve the development agreement with Licking Heights
Local Schools was presented for signatures as it was passed at the last meeting.

9. ATTORNEY'S REPORT

Mr. Albers was not present at this meeting.

10. EXECUTIVE SESSION

There was no executive session at this time.

11. TRUSTEES' COMMENTS

Mr. Fox asked if 2 years was typical for a warranty time frame for the Licking
Heights agreement. Mr. Conkel said it is actually a year longer than most places have.
He also asked if anything will affect the time line of the project and Mr. Conkel said
no.

Mr. Fox mentioned having a Christmas party this year. Mr. Conkel would like to try
and plan an evening gathering for employees and their spouses to attend. Mrs.
Carrelli will look into places and getting this planned.

Mr. Carlisle stated they will have a ribbon cutting tomorrow at 9:30am and invited all
to attend.

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
3:33p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

October 30, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE

Barnard L. Kemter

700 FORWARD PASS

740.964.2332