

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

**SPECIAL BOARD MEETING MINUTES  
September 11, 2019**

**1. OPENING**

The September 11, 2019 Special Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Fox at 3:00 p.m. The pledge of allegiance was led by Mrs. Carrelli. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were CJ Gilcher, Kathy Killen and Josephine Carrelli, John Albers and those members of the public who signed the September 11, 2019 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. Carlisle to approve the minutes of the regular Board meeting of August 27, 2019. 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. Carlisle seconded. Upon Roll Call vote, all voted aye. Motion carried.

**5. COMMUNICATIONS**

Mr. Gilcher stated he received an email from the owner of Springfield Spartans. They plan to do away with the pond fire protection and want to connect to the water for their fire protection system. They asked if the tap fee could be waived or if there were any options to finance the tap fee. Mr. Carlisle stated they could do a 10 year voluntary assessment with interest at the current market rate. Mr. Gilcher will contact the owner and let him know the assessment is available.

Mr. Fox stated he receive a call from Al Coughlin regarding how soon we would be providing water and sewer to 161. Mr. Gilcher stated he hopes to be starting water construction this spring. Mr. Gilcher said the engineering is almost complete on Phase 2. He should be receiving those plans in the next couple of weeks. Phase one design is still being worked on and he hopes to have it by the end of the year. Mr. Gilcher

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stated the hope is to be able to bid both projects at the same time, spring 2020 and start construction in the summer of 2020.

**6. PUBLIC COMMENTS**

There were no public comments at this time.

**7. GENERAL MANAGER'S REPORT**

**NATIONAL TRAIL WELLFIELD UPDATE:**

Mr. Gilcher stated Chris Gordon with Eagon Associates was present to help explain the pump test of the well. Mr. Gilcher stated a 72 hour test was completed with significant draw down. Upon turn off it recovered fairly quickly but did not recover fully. The well does not have enough recharge to support the water needed. Mr. Gilcher suggested the well be abandoned and look for other areas to drill. Mr. Gordon stated ideally at the end of the 72 hour test you want to see it recover to the original water level within 72 hours and after 15 days it is still not back.

Mr. Fox asked what was needed to abandon the well. Mr. Gilcher stated it would be standard ODNR abandonment with a licensed well driller.

Mr. Carlisle made a motion, second by Mr. Fox to abandon the well site. Upon Roll Call vote, all voted aye. Motion carried.

**WATER TREATMENT PLANT CONSTRUCTION UPDATE:**

Mr. Gilcher stated they were working on punch list items with the contractor. They are doing final grading and site cleanup and moving forward with closing the project out.

Mr. Fox asked when an open house would be scheduled. Mr. Gilcher stated he would like to get the landscaping completed first. He just signed a contract for that and hopes to have it completed within the next month so the open house will probably be sometime in October.

**SIB LOAN AMENDMENT:**

Mr. Albers stated his recommendation would be to go ahead and sign the amendment. This is for the SR 310 project in Etna.

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Mr. Fox made a motion, second by Mr. Carlisle to approve the amendment.  
Upon Roll Call vote, all voted aye. Motion carried.

**RESOLUTION TO POST GENERATOR ON GOVDEALS.COM:**

Mr. Gilcher stated the generator that was used for the old water treatment plant is no longer of use as the administration building is now connected to the new generator at the new water treatment plant.

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

**RESOLUTION:**

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

**R 2019-050 RESOLUTION**

**WHEREAS:** the District deems that the Kohler Model 350REOZV 350 kW Diesel Stationary Generator (SN #2015686) is no longer of use for the District's operation; and

**THEREFORE:** the Board of Trustees hereby authorizes the General Manager to sell the asset on Govdeals.com.

**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. 2019-050 WAS APPROVED.**

**WATER AND SEWER CONTRACT WITH CITY OF PATASKALA:**

Mr. Carlisle stated this has been going on since May 8 and the agreement presented is the final product as of 2:00pm today.

Mr. Fox stated he would like Mr. Gilcher and Mr. Carlisle to meet with the City of Pataskala to reconcile the differences in the contract changes by Mr. Albers and the contract the City approved.

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Mr. Carlisle stated the only substantive change was that the interconnect be constructed by the District instead of the City of Pataskala. This was addressed in the negotiations. Mr. Carlisle stated his opinion is to let the District construct it to make sure it gets completed and to protect the District. He stated in 2004 the City fought against the interconnect.

Mr. Fox had concerns that there was no time frame outlined in the agreement. Mr. Albers stated he saw a couple of issues with the contract drafted by Pataskala. He also believes the District is better off to be in control of the construction of the interconnect. Mr. Fox stated he was with the City in 2004 and believes the District was not interested in the interconnect so the city built their second water plant. He feels since the contract was changed it should be discussed with the City before approval.

Mr. Albers stated the agreement provided by Pataskala did not specify which entity would be constructed the interconnect and did not provide any access to water without prior approval by the entities and this was different than any interconnect agreement he has been a part of.

Mr. Carlisle stated he has no problem discussing the construction with the City of Pataskala. He stated Mr. Albers did not have a chance to review the draft before the City voted on it. It was sent to him at 4:30 and the contract was voted on that evening by the City of Pataskala.

Mr. Gilcher will set up a meeting with Chris Sharrock and Mr. Carlisle to discuss the changes and try to get a final draft to be approved.

**8. OFFICE MANAGER'S REPORT**

**CMAX:**

Mrs. Carrelli stated a representative from C-Max came on September 3, 2019 and conducted an audit on the personnel files to make sure we were keeping them compliant. She stated they found no issues. That completed everything they were contracted to do. Mr. Carlisle asked if they provided a report. Mrs. Carrelli stated yes, they gave her a signed statement stating the audit was done and everything was found to be in compliance.

**GENERAL LIABILITY/HEALTH INSURANCE RENEWALS:**

Mrs. Carrelli stated she is still waiting to receive proposals from 2 companies for the health insurance renewal. We have only received a proposal from our current

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broker at this point. Mr. Carlisle asked if one we were waiting on is from Megan Toitch with Waypoint Benefit Solutions Benefits. He stated she contacted him and said she would not be providing a proposal as she cannot provide anything better than we currently have. Mr. Carlisle stated he would like the Board to look at what Mr. Organ has provided. Mr. Carlisle asked to have the other proposal at the next meeting so they can look at both and make a decision.

Mrs. Carrelli stated Brad Bush, our current broker for general liability insurance requested to come to the last meeting in October to present his proposal. She stated she is also waiting on proposals from two other companies and they both are saying they will not have anything until the end of October.

The Board would prefer to see all proposals at the October 29, 2019 meeting. Mrs. Carrelli will contact them and let them know the proposals need to be provided to be reviewed at the end of October.

**9. ATTORNEY’S REPORT**

Mr. John Albers stated Mr. Smith, the property owner at a home on Refugee Rd believes the District has caused flooding on his property. Sean from Mr. Albers office spoke with the attorney for Mr. Smith and explained we have no liability in this matter. If there was a tile under the road it was there illegally and there is nothing more to be done unless they have other evidence to present that we damaged or plugged a tile. Mr. Smith’s attorney will provide that information to Mr. Smith and will be in contact if they are to pursue anything further.

Mr. Albers stated he is working on the sewer plant site. He is hoping a survey can be completed before the closing date of October 5. If not, an extension will have to be obtained. Mr. Albers will keep the Board informed on the situation.

**10. EXECUTIVE SESSION**

Mr. Carlisle moved to adjourn into executive session pursuant to Ohio Revised Code 121.22 (G) (1), to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official Seconded by Mr. Fox

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

MOTION CARRIED.

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Entered executive session at 3:43 p.m.

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 3:52 p.m.

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

**RESOLUTION:**

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

**R 2019-051 RESOLUTION**

1. **A RESOLUTION TO INCREASE PAY RATE TO \$22.50 PER HOUR FOR SAWYER HILL BASED ON MERIT, AS PER THE GENERAL MANAGER'S RECOMMENDATION, TO BE EFFECTIVE THE DISTRICT'S NEXT PAY PERIOD, BEGINNING SEPTEMBER 14, 2019.**
2. **THAT 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. 2019-051 WAS APPROVED.**

**11. TRUSTEES' COMMENTS**

There were no trustee comments at this time.

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**12. ADJOURNMENT**

Mr. Carlisle 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 3:54 p.m.

ATTEST.   
LAWRENCE KRETZMANN, SECRETARY

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SPECIAL BOARD MEETING

September 11, 2019 3:00PM

SIGN BELOW:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
Chris Gordon	100 W. Old Wilson Bridge Rd. Suite 115 Worthington, OH 43085	216-406-1814
Chris Sharrock	430 S Main St Pataskala, OH 43602	614-554-2799
David Watkins	411 E. Town St Columbus, OH 43215	614 947-8600
Bill Fannin <sup>SE</sup>	424 Beecher Rd GAMMA, OH 43230	239 295 5492
Dan Igoe	4681 WINTERSET DR. COLUMBUS, OH	614 464 4463