

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

**BOARD MEETING MINUTES
September 24, 2020**

1. OPENING

The September 24, 2020 Regular Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 4:00p.m. Mr. Kretzmann, Mr. Platte and Mr. Hagy were present at roll call. Also present were Josephine Carrelli, and CJ Gilcher. The meeting was live streamed for public viewing.

2. ADOPTION OF AGENDA

Mr. Kretzmann made a motion, second by Mr. Hagy, 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. Platte to approve the minutes of the Regular Board Meeting of September 10, 2020 as presented. 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. Hagy seconded. Upon roll call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

There were no communications.

6. GENERAL MANAGER'S REPORT

WELLFIELD EXPLORATION UPDATE:

Mr. Gilcher stated the District tested 3 potential well sites about a month ago. Two of the 3 sites needs some further investigation. They are proposing to drill one hole on each site. These will be pumped for 3-4 days and the recovery rate will be checked

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after the pumps are shut off. If this is successful, they will move on to the next step in the process and drill a full production well for testing. He is hoping to start this around the end of October once the crops are gone.

HOLLOW ROAD PHASES 1 & 2 WATERLINE EXTENSION PROJECT UPDATE:

Mr. Gilcher stated both projects have been advertised and the bid opening will be October 13.

RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH CP KILLARNEY, LLC FOR THE KILLARNEY WOODS WATER/SANITARY SEWER PROJECT:

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

RESOLUTION:

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

R 2020-080

- 1. RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH CP KILLARNEY, LLC. FOR THE KILLARNEY WOODS PROJECT;**
- 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. 2020-080 WAS APPROVED.

RESOLUTION TO APPROVE USE & HOOKUP-ELLINGTON VILLAGE SECTION 5 PARTS 1 & 2 WATER/SANITARY SEWER PROJECT.

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

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**RESOLUTION:
R 2020-081**

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

WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH WESTPORT HOMES, INC. FOR ELLINGTON VILLAGE, SECTION 5, WATER AND SANITARY SEWER ON JUNE 25, 2019; 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 ELLINGTON VILLAGE, SECTION 5; 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. 2020-081 WAS APPROVED.

RESOLUTION TO APPROVE CONDITIONAL USE & HOOKUP-ELLINGTON VILLAGE SECTION 5 SANITARY SEWER LIFT STATION PROJECT:

Mr. Gilcher presented a resolution for the Board's consideration and approval. He stated this was discussed at the last Board Meeting. There is an issue with the pavement at the Lift Station and an amendment to the Development Agreement has been drafted outlining the repairs and terms. They have 60 days to complete the repairs.

**RESOLUTION:
R 2020-082**

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

BE IT RESOLVED by the Board of Trustees as follows:

WHEREAS, THE DISTRICT AND THE DEVELOPER PREVIOUSLY ENTERED INTO A DEVELOPMENT AGREEMENT (THE "ORIGINAL DEVELOPMENT AGREEMENT" OR "AGREEMENT") DATED JUNE 25, 2019, RELATED TO THE CONSTRUCTION OF CERTAIN AND SANITARY SEWER SYSTEMS SERVING THE DEVELOPMENT KNOWN AS "ELLINGTON VILLAGE SECTION 5" (THE "PROJECT"); AND

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WHEREAS, SAID AGREEMENT REQUIRED THE DEVELOPER TO CONSTRUCT SUCH PROJECT IN COMPLIANCE WITH THE DISTRICT'S RULES AND REGULATIONS, STANDARD DRAWINGS AND CONSTRUCTION AND MATERIAL SPECIFICATIONS, AS WELL AS DESIGN PLANS APPROVED BY THE DISTRICT; AND

WHEREAS, THE DEVELOPER FAILED TO CONSTRUCT CERTAIN SANITARY SEWER FACILITIES IN COMPLIANCE WITH SAID REGULATIONS, SPECIFICATIONS, AND PLANS, BEING THE ELLINGTON VILLAGE PUMP STATION PAVEMENT (THE "NONCOMPLIANT FACILITIES"); AND

WHEREAS, THE DEVELOPER NOW SEEKS CONDITIONAL ACCEPTANCE OF THE PROJECT, INCLUDING SUCH NONCOMPLIANT FACILITIES, PURSUANT TO THE DISTRICT'S RULES AND REGULATIONS AND SAID AGREEMENT, AND THE DISTRICT IS WILLING TO GRANT THE SAME BASED UPON SATISFACTORY COMPLETION OF

REPAIRS TO THE NONCOMPLIANT FACILITIES AS SET FORTH BELOW; AND

WHEREAS, THE DISTRICT AND WESTPORT DESIRE TO ENTER INTO AMENDMENT NO. 1 TO SAID ORIGINAL DEVELOPMENT AGREEMENT WITH RESPECT THERETO, AS SET FORTH BELOW:

NOW, THEREFORE, FOR AND IN CONSIDERATION OF ADDITIONAL MUTUAL PROMISES, COVENANTS, AND AGREEMENTS HEREIN SET FORTH, THE PARTIES HERETO, DESIRING TO BE LEGALLY BOUND HEREBY, DO HEREBY AGREE AS FOLLOWS:

1. THE DISTRICT BOARD OF TRUSTEES HEREBY GRANTS CONDITIONAL ACCEPTANCE OF THE SAID PROJECT, BASED UPON THE SATISFACTORY COMPLETION OF EITHER OF THE REPAIR OPTIONS SET FORTH BELOW, AS FOLLOWS:

1.1. OPTION 1: WESTPORT SHALL COMPLETE AN INITIAL HEATING AND SANDING OF THE ASPHALT WITHIN THE FENCED AREA AT THE PUMP STATION, AND ASPHALT GRADE SHALL BE MODIFIED TO PREVENT WATER FROM STANDING WITHIN THE PAVEMENT AREA. THE DISTRICT SHALL BE ALLOWED TO REVIEW THE REPAIR TO APPROVE OR REJECT THE WORK PRIOR TO SEAL COATING

IF THE DISTRICT REJECTS THE INITIAL HEATING AND SANDING WORK, THEN THE DEVELOPER SHALL PROVIDE AN ASPHALT OVERLAY OF THE EXISTING PAVEMENT WHICH SAID ASPHALT OVERLAY SHALL PREVENT STANDING WATER WITHIN THE PAVEMENT AREAS INSIDE THE FENCE. IF THE DISTRICT ACCEPTS THE INITIAL HEATING AND SANDING WORK, THEN THE DEVELOPER SHALL ALSO COMPLETE SEAL COATING WHICH SHALL COMMENCE NO EARLIER THAN THIRTY (30) DAYS BUT NOT LATER THAN SIXTY (60) DAYS FROM THE DATE OF THIS AMENDMENT NO. 1. AN ADDITIONAL SEAL COAT SHALL BE APPLIED WITHIN THE LAST SIXTY (60) DAYS OF THE

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MAINTENANCE PERIOD. OR

- 1.2. **OPTION 2: ALTERNATIVELY, THE DEVELOPER CAN PROVIDE AN ASPHALT OVERLAY OF THE EXISTING PAVEMENT IN PLACE OF THE HEATING AND SANDING. SAID ASPHALT OVERLAY SHALL PREVENT STANDING WATER WITHIN THE PAVEMENT AREAS INSIDE THE FENCE.**
 - 1.3. **WESTPORT SHALL REIMBURSE THE DISTRICT FOR ITS ATTORNEYS' FEES INCURRED WHICH RELATION TO THE NONCOMPLIANT FACILITIES, CURRENTLY ESTIMATED TO BE BETWEEN \$1,000.00 AND \$2,500.00, SUCH REIMBURSEMENT TO OCCUR WITHIN THE NEXT FOURTEEN (14) DAYS.**
2. **IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS DISTRICT CONCERNING AND RELATING TO THE PASSAGE OF THIS ORDINANCE WERE PASSED IN AN OPEN MEETING OF THIS DISTRICT AND THAT ALL DELIBERATIONS OF THIS DISTRICT 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.**

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2020-082 WAS APPROVED.

Mr. Gilcher thanked Mr. Holton for coming in while on vacation to stream the meeting and congratulated him on his new baby.

7. 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. Hagy.

R 2020-083

RESOLUTION TO CERTIFY DELINQUENTS TO LICKING COUNTY AUDITOR

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. 2020-083 WAS APPROVED.

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Mrs. Carrelli stated there were 169 termination notices sent at the beginning of September. 33 accounts remain on the list and will tagged on Monday September 28, 2020.

Mr. Kretzmann asked if the interviews have started for the open position. Mrs. Carrelli stated they completed 3 interviews. Mr. Kretzmann asked Mr. Gilcher if he sat in on those interviews. Mr. Gilcher stated that he did and we should have a resolution at the next meeting.

8. ATTORNEY'S REPORT

Mr. Albers was not present.

9. TRUSTEES' COMMENTS

There were no trustee comments.

10. EXECUTIVE SESSION

There was no executive session at this meeting.

11. ADJOURNMENT

Mr. Kretzmann made a motion, second by Mr. Hagy that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 4:12 p.m.

ATTEST:



CHARLES HAGY, SECRETARY

SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

BOARD MEETING

September 24, 2020 4:00pm (Streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE

**SWLCWSD
OFFICE REPORT
09/24/20**

1) Connection Fees Collected

	2018	2019	1st Qtr. 2020	2nd Qtr. 2020	3rd Qtr. 2020	4th Qtr. 2020	Total 2020
Water	\$875,871.45	\$1,475,649.52	\$253,173.97	\$350,140.16	\$229,840.00	\$0.00	\$833,154.13
Sewer	\$946,372.18	\$1,320,917.88	\$150,738.00	\$279,937.38	\$279,942.00	\$0.00	\$710,617.38
Total	\$1,822,243.63	\$2,796,567.40	\$403,911.97	\$630,077.54	\$509,782.00	\$0.00	\$1,543,771.51

2) Billing Charges

	2018	2019	1st Qtr 2020	2nd Qtr. 2020	3rd Qtr. 2020	4th Qtr. 2020	Total 2020
Water	\$2,688,381.03	\$2,723,072.58	\$648,839.33	\$694,813.17	\$532,842.31	\$0.00	\$1,876,494.81
Sewer	\$5,996,518.12	\$6,085,751.09	\$1,489,128.68	\$1,561,567.15	\$1,132,745.67	\$0.00	\$4,183,441.50
Total	\$8,684,899.15	\$8,808,823.67	\$2,137,968.01	\$2,256,380.32	\$1,665,587.98	\$0.00	\$6,059,936.31

3) Capacity Fees

	2018	2019	1st Qtr. 2020	2nd Qtr. 2020	3rd Qtr. 2020	4th Qtr. 2020	Total 2020
Water	\$40,310.00	\$99,555.30	\$66,165.00	\$25,020.00	\$25,715.00	\$0.00	\$116,900.00
Sewer	\$73,670.00	\$109,980.30	\$77,145.00	\$25,020.00	\$25,715.00	\$0.00	\$127,880.00
Total	\$113,980.00	\$209,535.60	\$143,310.00	\$50,040.00	\$51,430.00	\$0.00	\$244,780.00

4) Assessment Revenue

	2018	2019	2020	Total 2020
1st Half	\$744,583.96	\$695,562.52	\$472,378.86	\$472,378.86
2nd Half	\$655,144.64	\$547,574.19	\$370,687.93	\$370,687.93
Total	\$1,399,728.60	\$1,243,136.71	\$843,066.79	\$843,066.79

Cash in Bank	As of 09/22/20	As of 09/21/19
	\$17,162,440.49	\$16,661,639.16
*Does not allow for future expenses		
Loan Payment Due 01/01/21	\$3,200,000.00	\$3,200,000.00
Balance Available	\$13,962,440.49	\$13,461,639.16