

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

**SPECIAL BOARD MEETING MINUTES  
June 10, 2021**

**1. OPENING**

The June 10, 2021 Special Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 1:00 p.m. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Kretzmann, Mr. Platte, and Mr. Stepp were present at roll call. Also present were Josephine Carrelli, Kathy Killen, CJ Gilcher, Andrew King and those members of the public who signed the sign in sheet. The meeting was live streamed for public viewing.

**2. ADOPTION OF AGENDA**

Mr. Kretzmann made a motion, second by Mr. Platte, 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. Stepp to approve the minutes of the Regular Meeting of May 27, 2021 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. Stepp seconded. Upon roll call vote, all voted aye. Motion carried.

**5. COMMUNICATIONS**

Mr. Gilcher stated there was an email sent for the Board of Trustees from Barb Langel that he forwarded to everyone. He asked if everyone had a chance to review it. Mr. Kretzmann said he spoke with the son Mrs. Langel and explained as soon as the study was completed that they are referencing in the email they could have a copy of it.

**6. PUBLIC COMMENTS**

Mr. Bill Langel was present and just wanted to make sure the Board received the letter that was sent to the Board.

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**7. EXECUTIVE SESSION**

Mr. Platte made a motion, second by Mr. Kretzmann, to enter into executive session pursuant to Ohio Revised Code 121.22 (G)(8)- To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, personal financial statement of an applicant for economic development assistance that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.

Upon roll call vote, all voted aye.

Entered executive session at 1:04 p.m.

The three Board Members, Mr. Gilcher and Mr. King were included in the executive session.

Mr. Kretzmann made a motion, second by Mr. Stepp to return from executive session. Upon roll call vote, all voted aye.

Returned from executive session at 1:36pm

Mr. Platte stated No resolution, rule, or formal action was taken during executive session.

**8. GENERAL MANAGER'S REPORT**

**HOLLOW ROAD WATERLINE EXTENSION PROJECT:**

Mr. Gilcher stated the contractor started work on booster station at the water tower at Lexington Woods. The contractor continues to head west down Hollow Rd. towards SR310 for Phase 1. He stated he did receive some feedback from Harrison Township regarding the construction line. Mr. Gilcher spoke with the road superintendent and Mr. Van Buren and said they were able to get everything worked out.

For Phase 2, they continue to head north to Worthington Rd and will then head west towards Coughlin.

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**SWLCWSD/CITY OF PATASKALA STATE ROUTE 310 INTERCONNECT  
PROJECT UPDATE:**

Mr. Gilcher stated the City of Pataskala and the District have approved the plans and they were submitted to the EPA for approval.

**RESOLUTION TO APPROVE NOTICE OF AWARD TO MOODY'S OF DAYTON  
DBA G.M. BAKER & SON COMPANY FOR THE TIMMONS WELLFIELD NO. 7  
TEST WELL:**

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

**RESOLUTION:**

Mr. Platte made a motion, second by Mr. Stepp.

**R 2021-053**

1. WHEREAS THE DISTRICT IS IN NEED OF PROCURRING ADDITIONAL RAW WATER IN ORDER TO PROVIDE POTABLE WATER FOR EXISTING AND FUTURE CUSTOMERS, AND
2. WHEREAS THE GENERAL MANAGER SOLICITED BIDS FROM CONTRACTING COMPANIES AND THE DISTRICT RECEIVED BIDS FROM THE CONTRACTING COMPANIES AS SHOWN ON EXHIBIT A, AND
3. WHEREAS THE GENERAL MANAGER HAS REVIEWED THE BIDS AND RECOMMENDS THAT THE DISTRICT ENTER INTO A CONTRACT WITH MOODY'S OF DAYTON DBA G.M. BAKER AND SON, COMPANY TO COMPLETE THE PROPOSED PROJECT FOR THE TIMMONS WELLFIELD NO.07 TEST WELL, AND
4. THEREFORE THE BOARD OF TRUSTEES APPROVES THE CONTRACT FOR MOODY'S OF DAYTON DBA G.M. BAKER AND SON, COMPANY TO PROVIDE THE TIMMONS WELLFIELD NO.07 TEST WELL, IN AN AMOUNT NOT TO EXCEED \$110,200.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE NOTICE OF AWARD, CONTRACT DOCUMENTS, AND THE NOTICE TO PROCEED, AND
5. 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. 2021-053 WAS APPROVED

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**RESOLUTION TO APPROVE USE & HOOK UP FOR THE CORE 5 I-70  
LOGISTICS CENTER EAST PROJECT:**

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

**RESOLUTION:**

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

**R 2021-054**

**WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH C5 ETNA 1, LLC., FOR THE CORE 5 I-70 LOGISTICS CENTER EAST PROJECT ON OCTOBER 8, 2020; AND**

**WHEREAS: C5 ETNA 1, LLC. HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND**

**THEREFORE: THE BOARD OF TRUSTEES GRANTS CONDITIONAL ACCEPTANCE AND HEREBY APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN THE CORE 5 I-70 LOGISTICS CENTER EAST PROJECT; UPON COMPLIANCE WITH AND PROVISION OF ALL ITEMS REQUIRED IN DISTRICT RULES & REGULATIONS SECTIONS 609 AND 610; 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. 2021-054 WAS APPROVED.**

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**RESOLUTION TO APPROVE LETTER OF ENGAGEMENT WITH THE  
MONTROSE GROUP, LLC:**

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

**RESOLUTION:**

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

**R 2021-055**

**WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO CONSTRUCT WATER AND SANITARY SEWER INFRASTRUCTURE TO SERVICE THE SR 158 LLC. PROJECT SITE WITH A DEPENDABLE WATER AND SANITARY SEWER SERVICES, AND;**

**WHEREAS: THE GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO AN AGREEMENT WITH THE MONTROSE GROUP, LLC. TO PROVIDE FINANCIAL AND FUNDING ANALYSIS FOR THE NEEDED INFRASTRUCTURE IMPROVEMENTS AS DESCRIBED IN THE SCOPE OF SERVICES, AND;**

**THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH THE MONTROSE GROUP, LLC. IN AN AMOUNT NOT TO EXCEED \$5,000.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO.**

**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. 2021-055 WAS APPROVED.**

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**SWL/JWSD WATER SERVICES CONTRACT AMENDMENT UPDATE:**

Mr. Gilcher stated that Jefferson Water and Sewer District met last Thursday and approved the contract amendments that were approved by the District at the last meeting. He also stated he has a meeting scheduled with the Director of Jefferson Water and Sewer District next Wednesday to discuss a tri-entity agreement with Fairfield County.

**2022 PROPOSED DRAFT BUDGETS:**

Mrs. Killen stated there were updated copies of the proposed 2022 budget. There were some changes made and she explained those changes and stated that a budget would need to be approved at the next meeting.

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

**RESOLUTION:**

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

**R 2021-056**

**RESOLUTION TO APPROVE THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT BUDGET YEAR 2022 AS PRESENTED.**

**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. 2021-056 WAS APPROVED.**

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**9. OFFICE MANAGER'S REPORT**

**RESOLUTION TO REMOVE DEFERRED ASSESSMENT AND AUTHORIZE  
THE FILING OF AN UPDATED AFFIDAVIT OF FACT:**

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

**RESOLUTION:**

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

**R 2021-057**

***BE IT RESOLVED*** by the Board of Trustees as follows:

- 1. THAT THE BOARD HEREBY REMOVED THE DEFERRED WATER ASSESSMENT, AS IT HAS BEEN PAID IN FULL, AS TO THE FOLLOWING PROPERTY:**

<b>PARCEL # 010-017154-00.007</b>	<b>PROJECT # 10079: \$2,370.35</b>
	<b>INTEREST: \$4,000.60</b>
	<b>PROJECT # 8008: \$ 2,542.29</b>
	<b>INTEREST: \$ 4,354.80</b>
	<b>TOTAL: \$13,268.04, CHECK # 328004</b>

- 2. THAT THE BOARD HEREBY AUTHORIZES ALBERS & ALBERS TO RECORD AN UPDATED AFFIDAVIT OF FACT WITH THE LICKING COUNTY RECORDER'S OFFICE INDICATING THAT THE ASSESSMENT HAS BEEN PAID IN FULL.**
- 3. IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD CONCERNING AND RELATING TO THE PASSAGE OF THIS ORDINANCE WERE 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.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2021-057  
WAS APPROVED.**

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**10. ATTORNEY'S REPORT**

Mr. King had nothing to report.

**11. TRUSTEES' COMMENTS**

Mr. Platte stated he wanted to welcome Mr. King to the District.

Mr. Stepp stated he received a call from Ron Sabatino from T & R Properties with some questions regarding the same study the letter from the Langel family was referencing. He said he asked Mr. Gilcher for some details so he can address those questions with Mr. Sabatino and also invited him to attend a board member to address the board if wanted to.

Mr. Kretzmann stated again that he explained to Matt Langel we would not have any information until the study was completed.

**12. ADJOURNMENT**

Mr. Platte made a motion, second by Mr. Stepp that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 1:49 p.m.

ATTEST:



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**TRENT STEPP, SECRETARY**





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P.O. BOX 215, ETNA, OH 43018

69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

SPECIAL BOARD MEETING

June 10, 2021 1:00pm (And Streamed online for public viewing)

SIGN BELOW:

NAME

Bill Langel

ADDRESS

8941 Hazelton-ETNA  
ETNA

PHONE

740-739-1648

**SWLCWSD  
OFFICE REPORT  
06/10/21**

1) Connection Fees Collected

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$1,475,649.52	\$1,748,566.72	\$693,098.50	\$1,020,051.70	\$0.00	\$0.00	\$1,713,150.20
Sewer	\$1,320,917.88	\$1,351,113.99	\$473,988.22	\$738,859.00	\$0.00	\$0.00	\$1,212,847.22
<b>Total</b>	<b>\$2,796,567.40</b>	<b>\$3,099,680.71</b>	<b>\$1,167,086.72</b>	<b>\$1,758,910.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,925,997.42</b>

2) Billing Charges

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$2,723,072.58	\$2,797,884.12	\$692,733.08	\$500,059.89	\$0.00	\$0.00	\$1,192,792.97
Sewer	\$6,085,751.09	\$6,246,711.20	\$1,556,968.03	\$1,143,377.29	\$0.00	\$0.00	\$2,700,345.32
<b>Total</b>	<b>\$8,808,823.67</b>	<b>\$9,044,595.32</b>	<b>\$2,249,701.11</b>	<b>\$1,643,437.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,893,138.29</b>

3) Capacity Fees

	2019	2020	1st Qtr. 2021	2nd Qtr. 2021	3rd Qtr. 2021	4th Qtr. 2021	Total 2021
Water	\$99,555.30	\$185,357.50	\$17,722.50	\$62,897.50	\$0.00	\$0.00	\$80,620.00
Sewer	\$109,980.30	\$196,337.50	\$14,247.50	\$60,117.50	\$0.00	\$0.00	\$74,365.00
<b>Total</b>	<b>\$209,535.60</b>	<b>\$381,695.00</b>	<b>\$31,970.00</b>	<b>\$123,015.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$154,985.00</b>

4) Assessment Revenue

	2019	2020	2021	Total 2021
1st Half	\$695,562.52	\$472,378.86	\$302,195.30	\$302,195.30
2nd Half	\$547,574.19	\$370,687.93	\$0.00	\$0.00
<b>Total</b>	<b>\$1,243,136.71</b>	<b>\$843,066.79</b>	<b>\$302,195.30</b>	<b>\$302,195.30</b>

Cash in Bank	As of 06/09/21	As of 06/08/20
	\$20,234,432.95	\$15,284,651.73
*Does not allow for future expenses		
Loan Payment Due 01/01/22	\$3,000,000.00	\$3,200,000.00
<b>Balance Available</b>	<b>\$17,234,432.95</b>	<b>\$12,084,651.73</b>