

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

**BOARD MEETING MINUTES
February 10, 2022**

1. OPENING

The February 10, 2022, Regular Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 4:00 p.m. Mr. Kretzmann, Mr. Platte, and Mr. Stepp were present at roll call. Also present were Josephine Carrelli, CJ Gilcher, Kathy Killen, Andrew King, and those members of the public who signed the sign in sheet. The meeting was also live streamed for public viewing.

2. ADOPTION OF AGENDA

Mr. Gilcher requested to add Summit Rd force main extension project update and Worthington Rd, SR 310 watermain extension project update to the General Manager Report.

Mr. Kretzmann made a motion, second by Mr. Stepp, to approve the agenda as amended and 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 January 27, 2022, and the Special Meeting of February 1, 2022, (Joint meeting with Etna Township) 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

There were no communications.

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O.Box 215 Etna, Ohio 43018
69 Zellers Lane Pataskala, Ohio 43062
Phone (740)927-0410 Fax (740)927-4700

6. PUBLIC COMMENTS

Mr. Jim Duffy asked if the Timmons property that was recently purchased would be leased for farming to maintain the CAUV status on the taxes.

Mrs. Killen stated there was a deferral on the recoupment that was granted, and she will now be filling out a real estate tax exemption for the property. Mr. King stated there has been some interest already in farming the land and could be an option.

Mr. Duffy asked if the trees on the Wagram property would be harvested or would they just be bulldozed over. He also said he is hopeful the District can benefit from the JED money from Etna Township. Mr. Gilcher stated regarding the Wagram property, they would keep some trees to create a buffer around the property, but the site will have to be evaluated to determine if it will be worth timbering or not.

Mr. Kerry Hogan introduced himself as a project manager/engineer with Prime AE Group. He provided some information about his background stating he has worked for the EPA and Fairfield County as well as consulting for many years and has a lot of knowledge in the water and wastewater industry. He expressed his interest in working with the District. He stated he has submitted 4 proposals in the last couple of years with no luck and is very disappointed. Mr. Kretzmann explained that if he had questions regarding the process he should speak to the GM, Mr. Gilcher as the Board takes the recommendation of the General Manager very seriously.

7. GENERAL MANAGER'S REPORT

SUMMIT ROAD FORCE MAIN EXTENSION PROJECT UPDATE:

Mr. Gilcher stated the PTI (permit to install) was approved this week and he will be moving forward with the bidding of the project to move the sewer down Summit Rd.

WORTHINGTON ROAD/ SR 310 WATERMAIN EXTENSION PROJECT:

Mr. Gilcher stated the PTI (permit to install) was also approved for this project.

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O.Box 215 Etna, Ohio 43018
69 Zellers Lane Pataskala, Ohio 43062
Phone (740)927-0410 Fax (740)927-4700

WAGRAM WASTEWATER TREATMENT CENTER PROJECT UPDATE:

Mr. Gilcher stated they received 6 proposals and Mr. Holton, Mr. Weaver, Mr. King and Mr. Gilcher scored them. They had two firms tie at the top so he would like to interview those firms as a special meeting. AE Comm and CDM Smith are the two firms who scored the highest. Both firms have done work in the District in the past. Mr. Gilcher stated he thought all the firms did a great job. Mr. Kretzmann asked if he had the criteria for scoring and if it was sent to Mr. Hogan. Mr. Gilcher stated it was sent to everyone as part of the request for qualifications.

EMPLOYEE EVALUATIONS:

Mr. Gilcher stated employee evaluations have been completed and are ready for the Board's review.

LICKING COUNTY ARPA GRANT APPLICATIONS:

Mr. Gilcher stated the District was awarded 3 grants from Licking County. One is for the Summit Rd force main project and it is in the amount of \$750,000.00. The total project is estimated at \$1.5 million.

The second grant was for the Summit Refugee Rd lift station project in the amount of \$750,000.00. The total project was estimated at \$1.5 million.

The last one is for the SR 161 elevated storage tower and it is also for \$750,000.00. The total cost for this project is estimated at \$2.5 million.

RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH SFG PATASKALA, LLC FOR THE THAYER SITE IMPROVEMENTS PROJECT:

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

RESOLUTION:

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

R 2022-012

- 1. RESOLUTION TO APPROVE THE DEVELOPMENT AGREEMENT WITH SFG PATASKALA, LLC FOR THE THAYER SITE IMPROVEMENTS 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**

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O.Box 215 Etna, Ohio 43018

69 Zellers Lane Pataskala, Ohio 43062

Phone (740)927-0410 Fax (740)927-4700

**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. 2022-012 WAS APPROVED.

RESOLUTION TO APPROVE A PERMANENT AND TEMPORARY EASEMENT:

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

RESOLUTION:

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

R 2022-013

1. RESOLUTION TO PURCHASE A PERMANENT AND TEMPORARY EASEMENT FROM GARON PROPERTIES, LTD FOR \$10,000.00.

2. THE BOARD AUTHORIZES THE GENERAL MANAGER TO RECEIVE AND RECORD THE EASEMENT, WHICH IS DESCRIBED ON EXHIBIT A.

3. THE BOARD AUTHORIZES THE GENERAL MANAGER TO PAY GARON PROPERTIES LTD. \$10,000.00 FOR THE EASEMENT DESCRIBED IN EXHIBIT A.

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. 2022-013 WAS APPROVED.

8. OFFICE MANAGER'S REPORT

Mrs. Carrelli had nothing to present.

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O.Box 215 Etna, Ohio 43018
69 Zellers Lane Pataskala, Ohio 43062
Phone (740)927-0410 Fax (740)927-4700

9. ATTORNEY'S REPORT

Mr. King stated he continues to have discussions with various developers about moving forward on the Smoke Creek property. Mr. King stated there were going to be some federal guidelines the District would have to follow in relation to the grant money received and how it has to be properly tracked and spent and reported. He is asking the Board to approve an agreement with an outside firm that deals with this on a daily basis to help the District navigate and make sure they are following the requirements. Mr. King is asking the Board to approve up to \$20,000.00 to be spent as needed to handle questions as they arise during the process.

Mr. Platte made a motion seconded by Mr. Kretzmann to enter into a legal service agreement with Eastman and Smith and authorize the General Manager and Chief Legal Counsel to spend an amount not to exceed \$20,000.00 to use their services as needed.

Upon roll call vote, all voted aye. Motion carried.

10. 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. This will be specific to the extension of water or sewer services and will include discussion related to Chapter 715 and Chapter 5709 of the Ohio Revised Code. The 3 board members, Mr. King and Mr. Gilcher were invited into the executive session.

Upon roll call vote, all voted aye.

Entered executive session at 4:33 p.m.

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

Returned from executive session at 5:20pm

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

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O.Box 215 Etna, Ohio 43018
69 Zellers Lane Pataskala, Ohio 43062
Phone (740)927-0410 Fax (740)927-4700

11. TRUSTEES' COMMENTS

Mr. Platte made a motion, seconded by Mr. Stepp to schedule a special meeting on Thursday, February 17, 2022, at 4:00pm at the District office to discuss the Wagram Wastewater Treatment Center proposals.

Upon Roll Call vote, all voted aye.

Mr. Stepp stated he appreciated the team coming to the Etna Township Trustee Meeting last week. He said he has had the opportunity to speak with each one of the trustees individually since then and had a great conversation with all of them. He said they all indicated a positive response to the time together and willingness to look at opportunities as they arise in the future. He said he feels like this is very positive for the District moving forward.

Mr. Kretzmann asked where we were on the rate study and tap fee study. Mr. Gilcher stated there was originally a 3-month time frame for completion so he hopes to have something in the next couple of months.

12. ADJOURNMENT

Mr. Kretzmann 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 5:23 p.m.

ATTEST: _____


Trent Stepp, Secretary