

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

**BOARD MEETING MINUTES
February 24, 2022**

1. OPENING

The February 24, 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. 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, 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 a resolution to approve the purchase of a truck for the water department.

Mr. Kretzmann made a motion, second by Mr. Platte, 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. Platte to approve the minutes of the Regular Meeting of February 10, 2022, and the Special Meeting of February 17, 2022, 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.

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6. PUBLIC COMMENTS

There were no public comments.

7. GENERAL MANAGER'S REPORT

TRACTOR SUPPLY (PATASKALA) BROKEN SANITARY SERVICE LATERAL UPDATE:

Mr. Gilcher stated there was an issue at the Tractor Supply project in Pataskala on February 17. They dug a water retention pond and hit the existing sanitary sewer service that was capped at the home that existed on the property at one time. The private service began to take in water, and we were also experiencing a large rain event at the same time. Inspectors saw a huge increase in flow at the Columbia Center pump station and started looking for leaks. There were no backups caused by this and the contractor was sent a notice of violation which includes a \$400 fine, and they are also required to clean the sanitary sewer line to the lift station and clean the lift station out because there was some stone and mud debris in the lift station.

Mr. Gilcher thanked the collections and wastewater department for working out in the pouring rain to locate the issue.

RESOLUTION TO APPROVE USE & HOOK UP FOR THE SUMMIT RIDGE ESTATES PHASE 3B PROJECT:

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

RESOLUTION:

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

R 2022-014

WHEREAS: THE DISTRICT ENTERED INTO A DEVELOPERS AGREEMENT WITH SUMMIT RIDGE LIMITED PARTNERSHIP, FOR THE SUMMIT RIDGE ESTATES – SECTION 3B PROJECT ON APRIL 8, 2021; AND

WHEREAS: SUMMIT RIDGE LIMITED PARTNERSHIP HAS COMPLETED THE REQUIRED WATER AND SANITARY SEWER LINE IMPROVEMENTS TO THE SATISFACTION OF THE DISTRICT; AND

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THEREFORE: THE BOARD OF TRUSTEES GRANTS CONDITIONAL ACCEPTANCE AND HEREBY APPROVES THE WATER AND SEWER INFRASTRUCTURE FOR USE AND HOOK UP IN THE SUMMIT RIDGE ESTATES SECTION 3B 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. 2022-014 WAS APPROVED.

RESOLUTION TO APPROVE AGREEMENT WITH VERDANTAS, LLC FOR THE GALE ROAD ENVIRONMENTAL CONTROL FACILITY BIOSOLIDS REMOVAL PROGRAM:

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

RESOLUTION:

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

R 2022-015

WHEREAS: the Southwest Licking Community Water and Sewer District has determined the need to draft bid documents and solicit bids for the Gale Road Environmental Control Facility Biosolids Removal Program to service existing and future customers, and;

WHEREAS: the General Manager recommends that the District enter into an engineering agreement with Verdantas, LLC. to draft bid documents and provide project bidding services as described in the scope of services, and;

THEREFORE: the Board of Trustees approves the contract with Verdantas, LLC. in an amount not to exceed \$6,500.00 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

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COMPLIANCE WITH THE LAW, INCLUDING SECTION 121.22 OF THE REVISED CODE OF OHIO.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2022-015 WAS APPROVED.

RESOLUTION TO APPROVE AGREEMENT WITH VERDANTAS, LLC FOR THE GALE ROAD ENVIRONMENTAL CONTROL FACILITY SITE PAVEMENT REHABILITATION PROJECT:

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

RESOLUTION:

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

R 2022-016

WHEREAS: the Southwest Licking Community Water and Sewer District has determined the need to rehabilitate the Gale Road Environmental Control Facility Site Pavement to service existing and future customers, and;

WHEREAS: the General Manager recommends that the District enter into an engineering agreement with Verdantas, LLC. to provide pavement rehabilitation design and construction administrative services as described in the scope of services, and;

THEREFORE: the Board of Trustees approves the contract with Verdantas, LLC. in an amount not to exceed \$16,315.00 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. 2022-016 WAS APPROVED.

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RESOLUTION TO AUTHORIZE THE PURCHASE OF A 2022 FORD F-150 EXT CAB TRUCK FOR THE WATER DEPARTMENT:

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

RESOLUTION:

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

R 2022-017

RESOLUTION TO AUTHORIZE THE PURCHASE OF A 2022 FORD F-150 EXT. CAB TRUCK FOR THE WATER DEPARTMENT IN THE AMOUNT OF \$42,790.00 FROM RICART FORD, COLUMBUS, OHIO.

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. 2022-017 WAS APPROVED.

REAL PROPERTY TAX EXEMPTION APPLICATION:

Mrs. Killen stated she has a real estate property tax exemption application for the Timmons property that needs Mr. Kretzmann's signature.

8. OFFICE MANAGER'S REPORT

RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR:

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

RESOLUTION:

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

R 2022-018

RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR AS ATTACHED.

IT IS FOUND AND DETERMINED THAT ALL FORMAL ACTIONS OF THIS BOARD CONCERNING AND RELATING TO THE PASSAGE OF THIS RESOLUTION 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. 2022-018 WAS APPROVED.

WATER SHUT OFFS:

Mrs. Carrelli stated shut offs would be next week due to the holiday. She said 135 accounts received a notice this month and 28 accounts remain on the list at this time. Door tags will be left Monday, February 28 and shut offs will be Wednesday, March 2, 2022.

9. ATTORNEY'S REPORT

Mr. King stated he wanted to mention that the next Albers bill will be a little bit higher than it has been due to some work done on the Smoke Creek issue. He also said the Governor signed a bill to allow remote meetings through the rest of the year. He also stated that he continues to talk with the Broyles Farm developer. He reached out to the County, because ARPA funds were received for that project, to coordinate what work is being done and what the expectations are with the ARPA funds.

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10. EXECUTIVE SESSION

Mr. Platte made a motion, second by Mr. Stepp, 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 is directly 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 4:13 p.m.

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 4:27pm

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

11. TRUSTEES' COMMENTS

Mr. Kretzmann would like to express his thanks and admiration the staff who handled the weather problem and large water events over the last couple of weeks.

Mr. Platte asked if the District is reimbursed for any overtime expenses from the contractor when an event like the one at Tractor Supply happens. Mr. Gilcher stated he didn't choose to include those costs. He levied the maximum fine and stated he felt like it was unintentional.

Mr. Stepp added that it was admiral for the staff to be able to keep water and sewer out of peoples homes while facing the challenge of a large rain event and the broken sewer line taking on a lot of water.

Mr. Platte stated the District and Union Township had talks some time ago about extending services down SR 40. He said there is a significant demand for commercial development in that area. The District is happy to extend services if the cost is not on the backs of existing customers and thinks it is time to move forward with pursuing the design of the extension down 40 to the East and then South on SR 37.

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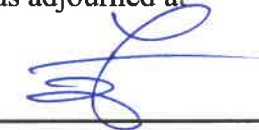
Mr. Platte made a motion, seconded by Mr. Stepp, to authorize the General Manger to proceed with an RFQ, for the design of the extension of water services down SR 40 to the East and South on SR 37.

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

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 4:32 p.m.

ATTEST:



Trent Stepp, Secretary

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

February 24, 2022, 4:00pm (And streamed online for public viewing)

SIGN BELOW:

NAME

ADDRESS

PHONE

**SWLCWSD
OFFICE REPORT
02/24/22**

1) Connection Fees Collected

	2020	2021	1st Qtr. 2022	2nd Qtr. 2022	3rd Qtr. 2022	4th Qtr. 2022	Total 2022
Water	\$1,748,566.72	\$3,302,569.87	\$525,273.96	\$0.00	\$0.00	\$0.00	\$525,273.96
Sewer	\$1,351,113.99	\$2,160,023.93	\$235,998.60	\$0.00	\$0.00	\$0.00	\$235,998.60
Total	\$3,099,680.71	\$5,462,593.80	\$761,272.56	\$0.00	\$0.00	\$0.00	\$761,272.56

2) Billing Charges

	2020	2021	1st Qtr 2022	2nd Qtr. 2022	3rd Qtr. 2022	4th Qtr. 2022	Total 2022
Water	\$2,797,884.12	\$3,020,543.16	\$248,247.16	\$0.00	\$0.00	\$0.00	\$248,247.16
Sewer	\$6,246,711.20	\$6,596,057.67	\$548,742.68	\$0.00	\$0.00	\$0.00	\$548,742.68
Total	\$9,044,595.32	\$9,616,600.83	\$796,989.84	\$0.00	\$0.00	\$0.00	\$796,989.84

3) Capacity Fees

	2020	2021	1st Qtr. 2022	2nd Qtr. 2022	3rd Qtr. 2022	4th Qtr. 2022	Total 2022
Water	\$185,357.50	\$91,740.00	\$54,338.13	\$0.00	\$0.00	\$0.00	\$54,338.13
Sewer	\$196,337.50	\$84,095.00	\$54,338.12	\$0.00	\$0.00	\$0.00	\$54,338.12
Total	\$381,695.00	\$175,835.00	\$108,676.25	\$0.00	\$0.00	\$0.00	\$108,676.25

4) Assessment Revenue

	2020	2021	2022	Total 2022
1st Half	\$472,378.86	\$302,195.30	\$0.00	\$0.00
2nd Half	\$370,687.93	\$249,139.14	\$0.00	\$0.00
Total	\$843,066.79	\$551,334.44	\$0.00	\$0.00

Cash in Bank	As of 02/22/22	As of 02/21/21
	\$24,002,336.47	\$19,304,600.50
*Does not allow for future expenses		
Loan Payment Due 07/01/22	\$3,000,000.00	\$3,200,000.00
Balance Available	\$21,002,336.47	\$16,104,600.50