

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

**BOARD MEETING MINUTES
April 14, 2022**

1. OPENING

The April 14, 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, 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 removed a resolution to approve development agreement with JP Morgan Chase Bank. He also added a resolution to rescind a prior resolution, 2022-030.

Mr. Platte requested to move the executive session items after the public comments, right before General Manager's Report on the agenda.

Mr. Platte made a motion, second by Mr. Kretzmann, 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 March 31, 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. Platte seconded. Upon roll call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

Mr. Gilcher stated the letter was sent out to the residents along the Union Township project limits. He has received a couple of phone calls and said they have been positive so far.

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6. PUBLIC COMMENTS

Mr. Gary Burkholder asked how soon the rate study would be available. Mr. Gilcher stated they were hoping to present the rate study analysis to the Board during the audit finance committee meeting on May 12, 2022.

Mr. Burkholder voiced some concerns about the capacity restriction the District currently has and wanted to know the impact on Etna and development in the area. He also had concerns about the Sheetz gas station proposed on 310 and SR 40 being on a septic system and asked how close the District was to be able to serve that property. Mr. Platte stated there was an 8" line along 310, just north of 40. Mr. Gilcher stated once capacity becomes available, they would be able to connect to the sewer system.

He also asked about the water line improvements on Pike St. Mr. Gilcher stated they met with Verdantas on Wednesday and walked the project limits with them to locate all the valves that were need so they can replot that on their plans. He said Verdantas was out there again today to survey. He said they do appear to be a couple of conflicts and there could be some water line relocation necessary.

Mr. Burkholder stated it would be helpful if we would archive the meetings so residents can have access to those without having to wait for the meeting minutes.

Mr. Burkholder stated he would like to see the administration building get power washed and painted and the parking lot be sealed and striped. He said appearance matters and he thinks it is important for the District to make those improvements.

Mr. Gilcher responded and said the District is currently having a study done to renovate the building.

7. EXECUTIVE SESSION

Mr. Platte made a motion, second by Mr. Stepp, to enter into executive session Pursuant to Ohio Revised Code 121.22 (G)(1) To consider the employment and compensation of a public employee or official. The 3 board members Mr. Gilcher, and Mr. King were invited into the executive session. AND

Pursuant to Ohio Revised Code 121.22 (G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. The 3 board members, Mr. King and (Mr. Teetor via phone) were included in the executive session AND

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 is for the extension of water and sewer services and will include Ch 5709 73-75, and 715.72 of the ORC and will involve a project located in Union Township. The 3 board members, Mr. King and Mr. Gilcher and Doug Dalton and Mike Bernth with Bradley Payne Advisors were included in the executive session.

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Upon roll call vote, all voted aye.

Entered executive session at 4:12 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 5:05pm

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

8. GENERAL MANAGER'S REPORT

SR 161 ELEVATED STORAGE TANK PROJECT UPDATE:

Mr. Gilcher stated he is working with CDM Smith on getting information to them for the funding of the project.

RESOLUTION TO APPROVE ENGINEERING AGREEMENT WITH AECOM FOR THE WAGRAM WASTEWATER TREATMENT CENTER PROJECT:

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

RESOLUTION:

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

R 2022-031

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO CONSTRUCT THE WAGRAM WASTEWATER TREATMENT CENTER PROJECT TO SERVICE EXISTING AND FUTURE CUSTOMERS, AND;

WHEREAS: THE ACTING GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO AN ENGINEERING AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. TO PROVIDE WASTEWATER TREATMENT DESIGN SERVICES AS DESCRIBED IN THE SCOPE OF

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SERVICES, AND;

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH AECOM TECHNICAL SERVICES, INC., IN AN AMOUNT NOT TO

EXCEED \$1,686,981.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO PENDING FINAL REVIEW BY DISTRICT LEGAL COUNSEL, 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. 2022-031 WAS APPROVED.

RESOLUTION TO APPROVE LEASE AGREEMENT WITH PARRISH FARMS, LLC:

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

RESOLUTION:

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

R 2022-032

- 1. RESOLUTION TO ENTER INTO A FARM LEASE AGREEMENT WITH PARRISH FARMS INC. FOR THE RENTAL OF 20.3 ACRES OF DISTRICT PROPERTY LOCATED ON US40 (NATIONAL RD.) IN UNION TOWNSHIP.**
- 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. 2022-032 WAS APPROVED.

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RESOLUTION TO RESCIND RESOLUTION 2022-030:

Mr. Gilcher stated John Walters, who was hired for the open construction inspector position at the last meeting, received a job offer from another company and decided to accept the offer.

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

RESOLUTION:

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

R 2022-033

WHEREAS: RESOLUTION 2022-030 PROVIDED TO HIRE JOHN WALTERS FOR THE FULL TIME CONSTRUCTION INSPECTIONS POSITION; AND

WHEREAS: THE BOARD OF TRUSTEES DESIRE TO RESCIND THE OFFER OF EMPLOYMENT; AND

THEREFORE: THE BOARD OF TRUSTEES HEREBY RESCINDS RESOLUTION 2022-030 EFFECTIVE IMMEDIATELY.

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. 2022-033 WAS APPROVED.

9. OFFICE MANAGER'S REPORT

Mrs. Carrelli had nothing to present.

10. ATTORNEY'S REPORT

Mr. King did not return to the meeting after the executive session.

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11. TRUSTEES' COMMENTS

Mr. Platte made a motion, seconded by Mr. Stepp, to accept the letter of retirement Matthew Pennington, to be effective April 29, 2022.

Mr. Platte asked Mr. Gilcher to extend his thanks for this many years of service to the District.

Mr. Platte stated he was offered and accepted a new position with Jersey Township Trustees as their Township Administrator and will starting there on May 9, 2022.

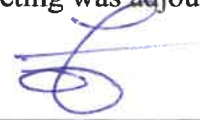
Mr. Platte stated that Jersey Township is not a member of the District boundaries, however, he is aware that there could be upcoming agreements or issues that involve Jersey Township and the District Board of Trustees and he would be recusing himself from any and all items and will be seeking counsel's opinion to make sure everything is handled properly.

Mr. Stepp also wanted to congratulate Mr. Pennington on his retirement and thank him for his many years of service.

12. ADJOURNMENT

Mr. Kretzmann made a motion, second by Mr. Platte that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 5:14 p.m.

ATTEST: _____



Trent Stepp, Secretary

**SWLCWSD
OFFICE REPORT
04/14/22**

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	\$703,684.76	\$6,076.00	\$0.00	\$0.00	\$709,760.76
Sewer	\$1,351,113.99	\$2,160,023.93	\$396,249.60	\$7,178.00	\$0.00	\$0.00	\$403,427.60
Total	\$3,099,680.71	\$5,462,593.80	\$1,099,934.36	\$13,254.00	\$0.00	\$0.00	\$1,113,188.36

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	\$723,798.34	\$0.00	\$0.00	\$0.00	\$723,798.34
Sewer	\$6,246,711.20	\$6,596,057.67	\$1,609,156.07	\$0.00	\$0.00	\$0.00	\$1,609,156.07
Total	\$9,044,595.32	\$9,616,600.83	\$2,332,954.41	\$0.00	\$0.00	\$0.00	\$2,332,954.41

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	\$52,948.13	\$695.00	\$0.00	\$0.00	\$53,643.13
Sewer	\$196,337.50	\$84,095.00	\$52,948.12	\$695.00	\$0.00	\$0.00	\$53,643.12
Total	\$381,695.00	\$175,835.00	\$105,896.25	\$1,390.00	\$0.00	\$0.00	\$107,286.25

4) Assessment Revenue

	2020	2021	2022	Total 2022
1st Half	\$472,378.86	\$302,195.30	\$164,451.34	\$164,451.34
2nd Half	\$370,687.93	\$249,139.14	\$0.00	\$0.00
Total	\$843,066.79	\$551,334.44	\$164,451.34	\$164,451.34

Cash in Bank	As of 04/12/22	As of 04/11/21
	\$24,807,240.25	\$21,207,588.94
*Does not allow for future expenses		
Loan Payment Due 07/01/22	\$3,000,000.00	\$3,200,000.00
Balance Available	\$21,807,240.25	\$18,007,588.94