

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

**BOARD MEETING MINUTES  
February 9, 2023**

**1. OPENING**

The February 9, 2023, 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. Stepp, and Mrs. Carter were present at roll call. Also present were CJ Gilcher, Josephine Carrelli, Nick Eippert 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. Kretzmann made a motion, second by Mr. Stepp, to approve the agenda as amended. Upon roll call vote, all voted aye. Motion carried. Agenda adopted.

**3. APPROVAL OF MINUTES**

Mr. Kretzmann made a motion, seconded by Mrs. Carter to approve the meeting minutes from the January 12, 2023, Regular Meeting and the January 19, 2023, Special Meeting.

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

**4. PAYMENT OF BILLS**

Mr. Kretzmann moved to approve payment of the bills as presented. Mrs. Carter seconded. Upon roll call vote, all voted aye. Motion carried.

**5. COMMUNICATIONS**

There were no communications to report.

**6. PUBLIC COMMENTS**

Mr. Gary Burkholder wanted to thank Mrs. Carter for her no vote on the contract at the previous meeting as well as her commentary, transparency and accountability.

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Mr. Mark Evans also wanted to thank Mrs. Carter for her actions and comments regarding the hiring of the development consultant. He said he was disappointed in the Board's actions. He also said he had issue with the comments made regarding the turnover on the board as Mr. Kretzmann has been there for 10 years. He thinks the board should educate themselves on things that they are not knowledgeable about as they are in charge of a very important district.

Mr. Ryan Davis wanted to thank Mrs. Carter for her comments and glad she asked the questions she asked. He said he hopes the Board has a clear goal for the consultant on exactly what needs to be accomplished and hold Mr. Platte to reaching those goals.

Mr. Ron Sabatino said he entered into an agreement a year ago to have a lift station constructed and wants a clear timeline on when it will be complete. He also wants a timeline for the completion of the Wagram plant as well as for the expansion of the existing plant.

Mr. Kretzmann suggested he have a conversation with the General Manager to get the answers to his questions.

Mr. Robert Novak was at the meeting because he did not receive a notice to let him know his consumption was increased and he had a large jump in his consumption. He said there were no leaks at his home and he is here to get his current reading.

**7. GENERAL MANAGER'S REPORT**

**SWLCWSD/CITY OF PATASKALA INTERCONNECT PROJECT UPDATE:**

Mr. Gilcher said that today was the official day that the City of Pataskala transitioned the water for Scotland Ridge, Highland Hills and Highland Estates over to the Water and Sewer District. He said he appreciates all the help and work from the City of Pataskala with this project.

**GALE ROAD ECF PHASE II DESIGN CONSULTANT INTERVIEW UPDATE:**

Mr. Gilcher said the wastewater treatment operators, Mr. Stepp and himself interviewed the two consultants for the Phase II design of the Gale Rd Environmental Control Facility expansion. He said he plans to meet with staff next week to discuss and make a selection.

Mr. Stepp asked for any updates on Wagram and what was the next steps.

Mr. Gilcher said the District and the CMAR has reviewed the 50% design and provided comments. He said they got the guaranteed maximum price. The District and CMAR are working with the design engineer to go over options to hopefully bring the price down. He said he did receive an email that said they hope to have 90% drawings in May and there is a design team meeting scheduled for next week.

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**DEVELOPMENT CONSULTANT UPDATE-RMP DEVELOPMENT:**

Mr. Platte stated he wanted to thank the Board for the opportunity. He said he looks forward to working with the General Manager on some of the things the District currently has going on. He said there are at least 15 things going on right now with Kirkersville and Union Township being at the top of that list.

**8. OFFICE MANAGER'S REPORT**

**BILLING SOFTWARE UPGRADE UPDATE:**

Mrs. Carrelli said the new billing software was up and running. The online payment site was still down but was expected to be back up by Friday, February 10. She said they were working through some expected issues but overall, everything converted correctly.

**9. ATTORNEY'S REPORT**

Mr. Eippert had nothing to present.

**10. EXECUTIVE SESSION**

Mr. Kretzmann made a motion, second by Mr. Stepp, to enter into executive session 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 subject of pending or imminent court action. Mr. Kretzmann would like to include the 3 board members, Mr. Eippert, Mr. Matt and Steven Teetor and Mr. Platte, in the executive session as Mr. Platte was named individually in the suit as well.

Discussion:

Mr. Stepp said Mr. Platte had access to the attorneys and could discuss his individual case with them, but he wanted to keep the Board conversations with the attorney between the board and the attorney.

Upon roll call vote, Mr. Kretzmann voted yes. Mr. Stepp and Mrs. Carter voted no.

Motion did not pass.

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Mr. Kretzmann made a motion, second by Mr. Stepp, to enter into executive session Pursuant to Ohio Revised Code 121.22 (G)(1) To consider the appointment, employment, dismissal, promotion, demotion, or compensation of a public employee or official. The 3 board members, Mr. Gilcher, and Nicholas Eippert were included in the executive session. AND

Pursuant to Ohio Revised Code 121.22 (G)(2) To consider the purchase of property for public purposes, The 3 board members, Mr. Gilcher, and Nicholas Eippert were included in 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 subject of pending or imminent court action. The 3 board members, Nick Eippert and Matt and Steven Teetor will be included in the executive session.

Upon roll call vote, all voted aye.

Entered executive session at 4:23 p.m.

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

Returned from executive session at 5:23 p.m.

**11. TRUSTEES' COMMENTS**

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

**RESOLUTION:**

Mr. Stepp made a motion, second by Mrs. Carter.

**R 2023-016**

**RESOLUTION TO APPROVE PURCHASE OF REAL PROPERTY SITUATED IN LICKING COUNTY, OHIO FROM BH REALTY, LLC AND BUD HATFIELD FOR THE TERMS AGREED TO IN EXHIBIT 1 ATTACHED HERETO.**

**THE BOARD AUTHORIZES THE BOARD PRESIDENT TO TAKE ALL NECESSARY STEPS TO CLOSE AND ACQUIRE THE PROPERTY.**

**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**

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**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. 2023-016 WAS APPROVED.**

Mrs. Carter wanted to thank Mr. Gilcher for a meeting they had with some representatives from the City of Pataskala to discuss the 208 Plan. She said the meeting went well and they will collectively decide how to proceed. She also would like to mention the Pataskala swap over that happened today and said it was a great example of how the District can work with our partners and build relationships.

**12. ADJOURNMENT**

Mr. Kretzmann made a motion, second by Mrs. Carter that the meeting would be adjourned.

Mr. Kretzmann wanted to state No resolution, rule, or formal action was taken during the executive sessions.

Upon Roll Call vote, all voted aye. The meeting was adjourned at 5:26 p.m.

**ATTEST:**

  
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**Melissa Carter, Secretary**

**SWLCWSD  
OFFICE REPORT  
02/09/23**

1) Connection Fees Collected

	2021	2022	1st Qtr. 2023	2nd Qtr. 2023	3rd Qtr. 2023	4th Qtr. 2023	Total 2023
Water	\$3,302,569.87	\$1,509,126.87	\$28,990.97				\$28,990.97
Sewer	\$2,160,023.93	\$1,127,636.52	\$0.00				\$0.00
<b>Total</b>	<b>\$5,462,593.80</b>	<b>\$2,636,763.39</b>	<b>\$28,990.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28,990.97</b>

2) Billing Charges

	2021	2022	1st Qtr 2023	2nd Qtr. 2023	3rd Qtr. 2023	4th Qtr. 2023	Total 2023
Water	\$3,020,543.16	\$3,083,747.26	\$267,308.89				\$267,308.89
Sewer	\$6,596,057.67	\$6,661,980.99	\$571,899.73				\$571,899.73
<b>Total</b>	<b>\$9,616,600.83</b>	<b>\$9,745,728.25</b>	<b>\$839,208.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$839,208.62</b>

3) Capacity Fees

	2021	2022	1st Qtr. 2023	2nd Qtr. 2023	3rd Qtr. 2023	4th Qtr. 2023	Total 2023
Water	\$91,740.00	\$41,133.13	\$0.00				\$0.00
Sewer	\$84,095.00	\$40,438.12	\$0.00				\$0.00
<b>Total</b>	<b>\$175,835.00</b>	<b>\$81,571.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

4) Assessment Revenue

	2021	2022	2023	Total 2023
1st Half	\$302,195.30	\$164,451.34		
2nd Half	\$249,139.14	\$141,199.87		
<b>Total</b>	<b>\$551,334.44</b>	<b>\$305,651.21</b>	<b>\$0.00</b>	<b>\$0.00</b>

Cash in Bank	As of 02/07/23	As of 02/06/22
	\$22,530,382.15	\$23,360,065.71
*Does not allow for future expenses		
Loan Payment Due 07/01/23	\$2,000,000.00	\$3,200,000.00
<b>Balance Available</b>	<b>\$20,530,382.15</b>	<b>\$20,160,065.71</b>