

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

**BOARD MEETING MINUTES  
March 9, 2023**

**1. OPENING**

The March 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. Stepp requested to add an executive session item G2 to the agenda.

Mr. Stepp made a motion, second by Mrs. Carter, 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 February 23, 2023, Regular Meeting.

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

**4. PAYMENT OF BILLS**

Mrs. Carter 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**

Mr. Gary Burkholder asked about the communication process when there are proposed economic development projects in Etna Township. He wanted to make sure any information was being provided to all elected officials who could be affected.

**7. GENERAL MANAGER'S REPORT**

**SMOKE ROAD LIFT STATION PROJECT UPDATE:**

Mr. Gilcher said this is a replacement of an existing lift station along Refugee and Smoke Rd. The District has partnered with AMH Development to construct it. The District has received and reviewed all the shop drawings and submittals for that project. AMH is beginning to procure the equipment for that lift station. AMH has started the first phase of the Broyles Development which includes the first phase of the relief sewer project. The District will continue to work with those engineers and developers to make sure the project moves forward, and the lift station gets constructed in the most timely manner possible.

**WAGRAM WASTEWATER TREATMENT CENTER PROJECT UPDATE:**

Mr. Gilcher said the District has received the 401 wetlands approval permit from the Ohio EPA. That permit will now go on to the US Army Corp of Engineers for the 404 wetlands Permit. He said tree clearing in the state of Ohio can only occur through 3/31 and he does not anticipate that they will be ready before that deadline. They are now proposing a bat study on the property and that can start as soon as June 1, 2023. This will take approximately 2 weeks to complete and if no Indiana bats are found they can get approval to go ahead and clear the trees. If bats are found, bat mitigation credits will have to be purchased, or the tree clearing will have to wait until November 1, 2023. This will create an approximately 3-4 month delay on the project but they will continue to move forward to get it completed as quickly as possible.

**WORTHINGTON ROAD WATERLINE EXTENSION PROJECT UPDATE:**

Mr. Gilcher stated they had a preconstruction meeting on the project. The construction is supposed to start next week with Tuscon Construction.

**UNION TOWNSHIP WATERLINE EXTENSION PROJECT UPDATE:**

Mr. Gilcher stated the permit to install has been submitted to the Ohio EPA and they will wait

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for their review. He also continues to work on obtaining the required easements for that project to hopefully begin construction this summer.

**OHIO EPA LICKING RIVER WATERSHED MEETING:**

Mr. Gilcher said they had a meeting with the consultant for the 161-service area, Arcadis, and the consultant chosen for the Gale Road Environmental Control Facility Phase 2 expansion which is Black and Veatch, the City of Johnstown and the City of Pataskala. He said the EPA recognizes that Western Licking County is growing exponentially and between Johnstown, the water and sewer district, and the city of Pataskala, there is about 14 + million gallons of additional capacity that is being requested to be discharged into the Licking River. The EPA wanted to do a tabletop exercise to see where they thought potential limits would be for total nitrogen and total phosphorus. He said we currently do not have limits on those and the preliminary limits provided by the EPA will result in increased costs for the projects. He said the District and the City of Pataskala, along with both consultants will be drafting a letter to the EPA regarding the concerns with the limits as a unified front and they will wait to see what comes out of it.

**DEVELOPMENT CONSULTANT UPDATE-RMP DEVELOPMENT:**

Mr. Platte was present to provide an update. He said he has been working with Mr. Gilcher on the ongoing projects and has been attending meeting. He said the Union Township JEDD has been finalized and there will be some follow up with the TIF at Lakewood Schools. He said there was another JEDD being formed in another area that would follow the same format. He said he attended the Kirkersville meeting for the waterline project with their committee with the next meeting scheduled for March 22, 2023 and he will be attending that as well. He wanted to know if there was anything else the Board wanted him to focus on and would be glad to answer any questions.

Mr. Stepp asked if he had any contact with any representative from Johnstown and Mr. Platte said he has not but would be happy to reach out to them if that is what the Board wants him to do.

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli had nothing to present.

**9. ATTORNEY'S REPORT**

Mr. Eippert said he was offered the opportunity to join Union Township's Steering Committee that they are forming and with no objections he would be glad to represent the District. It is a 7-12 month process with approximately 6 meetings.

There were no objections.

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**10. EXECUTIVE SESSION**

Mr. Stepp made a motion, second by Mr. Kretzmann, to enter into executive session 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.

Upon roll call vote, all voted aye.

Entered executive session at 4:21 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 4:41 p.m.

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

**11. TRUSTEES' COMMENTS**

Mr. Stepp said a gentleman in Etna Township contacted him about water service on Smoke Rd, South of I-70. There is no water close to that area and a quick estimate would be about \$1.5 million to get water to that area. He has relayed that information to the property owner. Water will most likely follow when the demand is there. He wanted to share that with the Board and said that even though we are a lot of places, we are not everywhere yet.

Mrs. Carter wanted to thank Mr. Gilcher for working with the City of Pataskala on the Ohio EPA issues. She said hopefully that starts to set a precedent for working with municipalities and local entities to help find solutions. She said she appreciates Mr. Gilcher's efforts.

**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 4:43 p.m.

ATTEST:

  
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Melissa Carter, Secretary

**SWLCWSD  
OFFICE REPORT  
03/09/23**

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	\$57,750.97				\$57,750.97
Sewer	\$2,160,023.93	\$1,127,636.52	\$28,712.00				\$28,712.00
<b>Total</b>	<b>\$5,462,593.80</b>	<b>\$2,636,763.39</b>	<b>\$86,462.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$86,462.97</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		
	\$551,334.44	\$305,651.21	\$0.00	\$0.00

Cash in Bank	As of 03/08/23	As of 03/07/22
	\$22,525,820.57	\$24,328,767.24
*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>\$20,525,820.57</b>	<b>\$21,128,767.24</b>