

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

**BOARD MEETING MINUTES
August 13, 2019**

1. OPENING

The August 13, 2019 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Fox at 3:00 p.m. The pledge of allegiance was led by Mr. Fox. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were CJ Gilcher, Kathy Killen, Josephine Carrelli, and those members of the public who signed the August 13, 2019 sign in sheet.

2. ADOPTION OF AGENDA

Mr. Kretzmann made a motion, second by Mr. Carlisle, to approve the Agenda as presented. Upon Roll Call vote, all voted aye. Motion carried. Agenda adopted.

3. APPROVAL OF MINUTES

Mr. Carlisle made a motion, second by Mr. Kretzmann to approve the minutes of the regular Board meeting of July 30, 2019 with typo corrections to be made. Upon Roll Call vote, all voted aye. Motion carried.

Mr. Carlisle made a motion, second by Mr. Kretzmann to approve the minutes of the special Board meeting of August 5, 2019. 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. Fox seconded. Upon Roll Call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

Mrs. Carreili provided some background information for the Board's review, regarding a customer of the District, Mr. Andy Beeker, who attended the Board meeting, held on July 30, 2019.

Mr. Fox stated that he received a couple of complaints about water quality on the western side of the District that he will discuss with Mr. Gilcher before he leaves today.

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

6. PUBLIC COMMENTS

There were no public comments at this time.

7. GENERAL MANAGER'S REPORT

WATER TREATMENT PLANT CONSTRUCTION UPDATE:

Mr. Gilcher stated they continue to work on the demolition of the existing facility and will be tying over the electric from the new water facility to the existing facility. He stated that they will try to minimize power outages that may occur for the office staff.

SUMMIT TANK CONSTRUCTION UPDATE:

Mr. Gilcher stated they were doing the survey for the as-builts now.

REFUGEE ROAD WATER LINE UPDATE:

Mr. Gilcher stated that he continues to work with Sean from Albers and Albers. He stated they have one item left remaining on the punch list.

Mr. Gilcher stated that he and Mr. Carlisle met with Claudette VanDyne regarding the cracks in her driveway. He stated that they all reviewed the pre-construction video and came to the conclusion that the cracks were already present in her driveway. He stated that there was tracking on her driveway that the contractor caused.

Mr. Carlisle made a motion, second by Mr. Fox to approve to pay \$100.00 to Claudette VanDyne for the inconvenience of the surface damage to her driveway at the address of 7173 Refugee Road, Etna, Ohio 43062. Upon Roll Call vote, all voted aye. Motion Carried.

Mr. Gilcher stated that he, Mr. Carlisle, Mr. Van Buren from Harrison Township, and the Road Superintendent reviewed the ponding issue on the property on Refugee Road. Mr. Gilcher stated that the property owner blocked the culvert with cinder blocks. He stated that the cinder blocks were removed. Mr. Carlisle stated that a ditch was cut from driveway to driveway which helped the draining problem. Mr. Carlisle stated that the property owner has some responsibility with this and that the District does not have any responsibility regarding this.

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**CONSTRUCTION MATERIAL SPECIFICATIONS - AMENDMENT
RESOLUTION:**

Mr. Fox would like for someone to review the electrical portion of the specifications. Mr. Carlisle stated that it wouldn't hurt to have an electrical engineer to review it. The resolution will be tabled until after Mr. Gilcher has the electrical portion of the construction material specifications reviewed.

WATER TREATMENT PLANT CONCENTRATE LINE EASEMENTS:

Mr. Gilcher stated he sent an update to Mr. Albers email today. He stated that he continues to work with Mr. Corum.

He stated that the Williams property owner is asking for 3 sanitary sewer taps.

Mr. Fox made a motion, second by Mr. Carlisle to accept the agreement on F & F Williams's property for the RO Concentrate Line Project as stated by Mr. Albers and that the Board accepts the 3 sanitary sewer taps. Upon Roll Call vote, all voted aye. Motion Carried.

OPERATIONS WAGE RATE STUDY:

Mr. Fox would like to wait to discuss this until the General Manager's position is filled. Mr. Carlisle and Mr. Kretzmann agreed.

CHARLES HAGY – ACQUISITION OF PROPERTY PAYMENT:

Mrs. Killen stated that this was approved during the motion to pay the bills.

**SIB LOAN AMENDMENT FOR ODOT PROJECT I-70 AND SR 310
INTERCHANGE - SIGNATURE NEEDED:**

Mr. Gilcher stated that he needed to remove this item. He stated that Mr. Albers is waiting to hear from the legal counsel representing the Ohio Department of Transportation.

8. OFFICE MANAGER'S REPORT

**C-MAX – EMPLOYEE HANDBOOK UPDATES/EVALUATION
SUGGESTIONS:**

Mrs. Carrelli asked if the Board had any questions or comments regarding this. Mr. Fox stated that he was not finished reviewing these items yet.

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MISCELLANEOUS:

Mrs. Carrelli stated that she heard from Mr. Frank Harmon today. She stated he will not be providing a health insurance proposal as he cannot provide anything better than what the District already has.

Mrs. Carrelli asked the Board if they wanted her to contact more than one broker regarding General Liability insurance. The Board stated that they would.

Mrs. Carrelli presented the Board with a copy of the "Top User" Report.

Mrs. Carrelli presented the Board with a leak adjustment request from McDonald's.

Mr. Kretzmann made a motion, second by Mr. Fox to approve the leak adjustment for McDonald's as presented. Upon Roll Call vote, all voted aye. Motion Carried.

9. ATTORNEY'S REPORT

Mr. John Albers was not present at this meeting.

10. EXECUTIVE SESSION

Mr. Carlisle moved to adjourn into executive session pursuant to Ohio Revised Code 121.22 (G) (1), to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and 121.22 (G) (8), for the purpose of considering confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

Seconded by Mr. Fox

Kretzmann.....yes

Fox.....yes

Carlisle.....yes

MOTION CARRIED.

Entered executive session at 3:40 p.m.

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Mr. Fox made a motion, second by Mr. Carlisle to return from Executive Session.

Kretzmann.....yes
Fox.....yes
Carlisle.....yes

Motion Carried.

Returned from Executive Session at 4:06 p.m.

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

RESOLUTION:

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

R 2019-045 RESOLUTION

- 1. RESOLUTION TO HIRE LONNIE MAYNARD FOR THE TEMPORARY PART TIME CONSTRUCTION INSPECTIONS POSITION AT \$30.00 PER HOUR;**
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. 2019-045 WAS APPROVED.

11. TRUSTEES' COMMENTS

Mr. Fox inquired about an open house for the New Water Treatment Center. Mr. Gilcher stated that he would like to get the landscaping done and is hoping to be ready by mid-September.

Mr. Fox inquired about the Alexandria site. Mr. Gilcher stated that he spoke with the Geologist and is waiting to hear from the Licking County Planning Commission.

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Mr. Fox inquired about the cleaning company that the District is currently using. He stated that he would like to get a few quotes before the end of the year.

12. ADJOURNMENT

Mr. Carlisle made a motion, second by Mr. Fox that the meeting would be adjourned. Upon Roll Call vote, all voted aye.
The meeting was adjourned at 4:12 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

August 13, 2019

SIGN BELOW:

NAME

ADDRESS

PHONE