

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

P.O. BOX 215, ETNA, OH 43018

(740) 927-0410

BOARD MEETING MINUTES

February 9, 2016

1. OPENING

The February 9, 2016 meeting of the Board of Trustees of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 1:00 pm. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Kretzmann, Mr. Meade and Mr. Carlisle were present at roll call. Also present were Don Rector, Kathy Killen, and Bobbie O'Keefe.

2. ADOPTION OF AGENDA

Mr. Carlisle made a Motion to approve the Agenda; Mr. Kretzmann seconded. Vote, all aye. Agenda adopted.

3. APPROVAL OF MINUTES

Mr. Carlisle made a Motion, seconded by Mr. Kretzmann, to approve the Minutes of the January 26, 2016 Minutes with the following corrections: 1) There is a typo in the first paragraph of page 2 and "the" should be changed to "he"; 2) There is a typo on the last page where a reference to Ms. O'Keefe should be changed to "her". Mr. Meade abstained. Mr. Kretzmann and Mr. Carlisle voted aye to approve the Minutes with corrections. Motion carried.

4. MOTION TO PAY BILLS

Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to pay the bills as presented. All voted aye. Motion carried.

5. COMMUNICATIONS

None.

6. PUBLIC COMMENTS

None.

7. GENERAL MANAGER'S REPORT

A. ODOT SIB Loan Agreement and Resolution: Mr. Rector presented the loan agreement with ODOT to fund the relocation of the lines during the bridge reconstruction project. Mr. Carlisle made a Motion to approve Resolution Number 2016-010 to authorize Mr. Kretzmann, as President of the District Board, to sign the State Infrastructure Bank loan agreement with the Ohio Department of Transportation for the State Rt. 310/I70 Bridge Water and Sewer Utility Relocation Project. Upon roll call vote, all voted aye. Resolution No. 2016-010 was approved.

B. ODOT Direct Billing Agreement and Resolution: Mr. Rector stated that the ODOT Direct Billing Agreement had already been discussed by the board to authorize ODOT to direct bill for the State Route 310/I70 Bridge Water and Sewer Utility Relocation Project. Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, to approve Resolution No. 2016-011 authorizing Mr. Kretzmann, as President of the District Board, to sign the direct billing agreement with the Ohio Department of Transportation for the State Route 310/I70 Bridge Water and Sewer Utility Relocation Project. Upon roll call vote, all voted aye. Resolution No. 2016-011 was approved.

C. RFQ Waterline Improvement Program 2016 and Resolution: Mr. Rector reported that he intends to design a number of loops in the system with pressure reducing vaults to get in front of the increased pressure from the new water plant once it is operational. Because the engineering will cost in excess of \$50,000, Ohio law requires that the district obtain statements of qualifications from engineers. He intends to apply for at least partial funding from water and sewer grant programs. Because a church in the service area has been issued Findings and Orders from the Ohio EPA, he believes grants may be more readily available. Mr. Rector stated that he is working on a comprehensive report of all projects. Mr. Carlisle made a Motion, which was seconded by Mr. Meade, to approve Resolution No. 2016-012 stating that the district board has determined the need to construct water lines to provide looping and pressure zone consolidation in combination with the new water treatment plant and tank projects to provide a more efficient and reliable public water service to existing and future customers and to authorize Mr. Rector to seek statements of qualifications from engineering firms as detailed in the Request for Qualifications attached to said Resolution. Mr. Meade asked if Pataskala would be notified of the district's intent to construct the projects Mr. Rector is planning. Mr. Carlisle and Mr. Kretzmann stated that they believed the city should be given written courtesy notice. Mr. Rector stated he would do so. Upon roll call vote, all voted aye. Resolution No. 2016-012 was approved.

D. Taylor Road Water and Sewer Bids Update: Mr. Rector reported that he will put the detailed numbers into a spreadsheet and he will send that to the board. ODOT just submitted the additional fees for the project. The project has started. Mr. Carlisle stated that the road

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project is a little over in cost, but that the overrun is minimal. Mr. Rector stated that the road portions of the project are slated to start March 1, 2016 and finish by Thanksgiving. Taylor Road will be shut down all summer.

E. High User Report: Mr. Rector directed the board to the packet to review the high user report. He stated there was nothing unusual in the report.

F. Evaluations: Mr. Rector informed the board that staff evaluations are done and are sitting on his desk for the board to review at any time that is convenient.

G. West Licking Development Group: Mr. Rector reminded the board that he has been going to the meetings of this group, but that the group needs the board to make a formal appointment of him to the group along with the appointment of an alternate. Mr. Carlisle made a Motion, which was seconded by Mr. Kretzmann, that Don Rector be appointed as the district's representative to the West Licking Development Group, with C.J. Gilcher to serve as alternate. Upon call for the vote, all voted aye. The Motion was approved.

8. OFFICE MANAGER'S REPORT

There was no Office Manager's Report as Ms. Loomis was attending the LC safety meeting.

9. ATTORNEY'S REPORT

Ms. O'Keefe indicated she had no report for this meeting; however, she wanted to let the board know that Jackie Hager, one of her partners at Carlisle Patchen & Murphy, would be attending the next meeting with her. Ms. Hager has experience in administrative law and advising school districts, and she is being trained to represent water and sewer district clients as well.

10. EXECUTIVE SESSION

Mr. Carlisle made a Motion for the board to go into executive session pursuant to Ohio Rev. Code sec. 121.22 to discuss the acquisition of real estate. Mr. Meade seconded the Motion. Upon roll call vote, all voted aye. The board went into executive session at 1:25 pm.

Mr. Kretzmann made a Motion for the board to come out of executive session. Mr. Meade seconded the Motion. Upon roll call vote, all voted aye. The board came out of executive session at 1:43 pm.

11. ADDITIONAL PUBLIC COMMENTS

None.

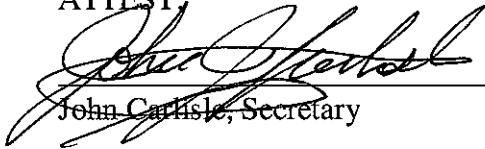
12. **TRUSTEE COMMENTS**

Mr. Meade asked if the residents would be notified when the fire department burns the house adjacent to the water plant offices as a training exercise. Mr. Rector reported that the neighborhood has a strong association and he has already informed the president of the association of the fact that the district intends to allow the fire department to burn the house. Once the specific date and time are made available to the district, Mr. Rector will notify the president of the neighborhood association, who will then notify the residents.

Mr. Carlisle moved to adjourn, and Mr. Kretzmann seconded the Motion.

The meeting was adjourned at 1:45 pm.

ATTEST:



John Carlisle, Secretary