

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

**BOARD MEETING MINUTES  
JUNE 13, 2017**

**1. OPENING**

The June 13, 2017 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Carlisle at 1:00 p.m. The Pledge of Allegiance was led by Mr. Wagner. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, CJ Gilcher, Kathy Killen, and Jeff Wagner, and those members of the public who signed the June 13, 2017 sign-in sheet.

Our featured employee this meeting is Mr. Jeff Wagner, Construction Supervisor.

**2. ADOPTION OF AGENDA**

Mr. Fox made a motion, second by Mr. Kretzmann, 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 Board meeting of May 30, 2017. 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**

There were no communications to present at this time.

**6. PUBLIC COMMENTS**

There were no public comments at this time.

**7. GENERAL MANAGER'S REPORT**

**LICKING COUNTY BUILDING PERMIT:**

Mr. Conkel stated that he will be obtaining the Licking County building permit this week for the new Water Treatment Plant. He stated the cost is \$7,357.00.

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**LICKING COUNTY SIGN PERMIT:**

Mr. Conkel stated that he will be obtaining the Licking County sign permit this week for the new Water Treatment Plant. He stated the cost is \$417.00.

**WATER TREATMENT PLANT OPERATOR INTERVIEWS:**

Mr. Conkel stated that the District will be interviewing a couple of candidates for the Water Treatment Plant Operator position at the end of this week.

**WATER TREATMENT PLANT OBSERVATION INTERVIEWS:**

Mr. Conkel stated that the District will be interviewing four candidates for this position either at the end of this week or the beginning of next week.

**WATER TREATMENT PLANT PRE-CONSTRUCTION MEETING:**

Mr. Conkel stated that the new Water Treatment Plant pre-construction meeting is scheduled for June 26<sup>th</sup> at 10:00 a.m. He stated that the Summit Ridge Elevated Storage Tank pre-construction meeting is scheduled for June 26<sup>th</sup> at 2:00 p.m.

**2018 DRAFT BUDGET, UPDATED CIP, PROJECTION SCENARIO:**

Mr. Conkel presented the Board with the 2018 Draft Budget, the updated Capital Improvement Plan, and the 10 year Projection Scenario. The Board decided to table these items until the next meeting for further review.

**MISCELLANEOUS:**

Mr. Kretzmann inquired about Mr. Wagner and his duties with the District. Mr. Wagner stated that he was the Construction Supervisor and discussed his duties and his day to day operations within the District. He stated that he enjoyed working at the District and that he works with a great group of people.

Mr. Carlisle complimented Mr. Wagner on an issue he dealt with on Taylor Road. He stated that Mr. Wagner represented himself and the District well.

Mr. Conkel updated the Board on the status of the public records request from Mrs. Loomis.

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli was attending the Licking County Safety meeting.

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**9. ATTORNEY'S REPORT**

Mr. Albers was not present at this meeting.

**10. EXECUTIVE SESSION**

Mr. Carlisle made a motion, second by Mr. Kretzmann to go into Executive Session at 1:18 p.m. to discuss economic development.

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

MOTION CARRIED.

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

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

MOTION CARRIED.

RETURNED FROM EXECUTIVE SESSION AT 2:27 P.M.

**11. TRUSTEES' COMMENTS**

Mr. Fox made a motion, second by Mr. Carlisle to make the legal opinion letter of Mr. Albers a public record. Upon Roll Call vote, Mr. Kretzmann abstained, Mr. Fox and Mr. Carlisle voted yes. Motion carried.

Mr. Carlisle inquired about the Georgianna Drive and Palmer Road situation. Mr. Gilcher stated that he has not received any correspondence to date from Decker Construction or from Homewood Corporation. Discussion followed. Mr. Carlisle stated that the District needs a policy that states that the District does not provide materials to anyone unless it is a District project. He stated that this would protect the District from any liability in the future.

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**12. ADJOURNMENT**

Mr. Fox made a motion, second by Mr. Kretzmann that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 2:41 p.m.

ATTEST   
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

June 13, 2017

SIGN BELOW:

NAME

ADDRESS

PHONE