

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

**BOARD MEETING MINUTES
June 26, 2018**

1. OPENING

The June 26, 2018 Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Carlisle at 3:00 p.m. The pledge of allegiance was led by Mr. Gilcher. Mr. Kretzmann, Mr. Fox and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Kathy Killen, Josephine Carrelli, CJ Gilcher and those members of the public who signed the June 26, 2018 sign-in sheet.

2. ADOPTION OF AGENDA

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

3. APPROVAL OF MINUTES

Mr. Kretzmann made a motion, second by Mr. Carlisle to approve the minutes of the Board meeting of June 12, 2018. Upon Roll Call vote, Mr. Kretzmann and Mr. Carlisle voted aye. Mr. Fox abstained. Motion carried.

4. PAYMENT OF BILLS

Mr. Fox moved to approve payment of the bills as presented. Mr. Kretzmann seconded. Upon Roll Call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

There were no communications to report at this meeting.

6. PUBLIC COMMENTS

Mr. Steven Cohen was present to ask the board for some relief on his connection fees to the expansion of the Screen Machine Facility on Columbus Expressway. He was under the impression that since he did the work in getting the grants to run the service under I-70 in 2005 to serve Screen Machine he would not have to pay any future connection fees. He said he had an agreement with Mr. Frommer who was the GM at the time. He presented an email he had from Mr. Frommer stating the Screen Machine project at that time would not be required to pay connection fees but said nothing about future developments. He will go through all of his records and provide

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copies of anything he thinks is pertinent to his request to Mr. Conkel who will make a recommendation to the Board at the next meeting.

Mr. Jim Duffy was present to observe but had nothing to discuss.

7. GENERAL MANAGER'S REPORT

WATER TREATMENT PLANT CONSTRUCTION UPDATE/CLEARWELL FLOOR SLAB UPDATE:

Mr. Conkel stated they continue to work on the admin building block and roof. He also stated they have come to a resolution to repair the clearwell floor slab. The contractor will be using an epoxy coating on the western third of the floor. They will split the cost to do the rest of the floor so everything matches and the District will pay 1/3 of the cost which is \$12,500. Mr. Conkel stated they toured a warehouse in Grove City that used the same epoxy coating and liked it and feels this is the best solution.

SUMMIT TANK CONSTRUCTION UPDATE:

Mr. Conkel stated the painting is complete. They should be pouring the floor in about 2 weeks and will also start working on the interior piping.

RESOLUTION-2019 DRAFT BUDGET:

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

RESOLUTION:

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

R 2018-035

RESOLUTION TO APPROVE THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT BUDGET YEAR 2019 AS PRESENTED.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-035 WAS APPROVED.

PNB ACH LIMIT INCREASE:

Mr. Conkel stated we have gone above the limits set. Mrs. Killen said the limits were set at \$70,000 for billing and payroll was \$30,000 about 15 years ago. We have gone over the limits and they need to be increased to continue to use ACH.

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Mr. Fox made a motion, second by Mr. Kretzmann to increase the Park National Bank ACH limit amount to \$35,000 for payroll and \$80,000 for billing.

Upon Roll Call vote, all voted aye. Motion carried.

CHEVY LIFT STATION PROPERTY:

Mr. Conkel stated that County has a piece of property adjacent to the property the lift station sits on that was going to go to auction. They contacted the District to see if there was any interest in buying the property. Mr. Conkel stated the lift station adjacent to the property will need expanded or moved at some point in the future and the gravity sewer coming up to the lift station will need updated and it would be nice to own the land instead of just having an easement. There would just be a minimal transfer fee to acquire the property.

Mr. Kretzmann made a motion, second by Mr. Fox to move forward with acquiring the land for minimal fees.

Upon Roll Call vote, all voted aye. Motion carried.

SUMMIT ROAD WATER LINE:

Mr. Conkel stated this should be signed in the next couple of weeks. They made the award at a pre-construction meeting. The money for that will be approved this Thursday. Once that happens the notice to proceed will be signed. Mr. Conkel stated this would require construction observation services.

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

RESOLUTION:

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

R 2018-036

- 1. WHEREAS THE DESIGN IS COMPLETE AND THE DISTRICT IS READY TO COMMENCE WITH THE CONSTRUCTION OF THE SUMMIT ROAD AND CABLE ROAD WATER LINE IMPROVEMENT AS WELL AS THE REFUGEE ROAD WATER LINE IMPROVEMENT WHICH WILL REQUIRE CONSTRUCTION OBSERVATION SERVICES, AND**
- 2. WHEREAS THE GENERAL MANAGER HAS INTERVIEWED CANDIDATES AND RECEIVED RATES OF \$60 / HOUR FROM HULL & ASSOCIATES, INC.; \$65/HOUR FROM PRIME ENGINEERING AND \$66/HR FROM ADR AND ASSOCIATES; THE GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO A**

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CONSTRUCTION OBSERVATION SERVICES CONTRACT WITH HULL & ASSOCIATES TO PROVIDE THESE SERVICES FOR THE SUMMIT RD AND REFUGEE RD WATER LINE IMPROVEMENTS, AND

3. **THEREFORE THE BOARD OF TRUSTEES APPROVES THE CONTRACT FOR HULL & ASSOCIATES, INC. TO PROVIDE CONSTRUCTION OBSERVATION SERVICES AT THE HOURLY RATE OF \$60.00 PER HOUR IN AN AMOUNT NOT TO EXCEED \$78,000.00 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO.**

4. **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. 2018-036 WAS APPROVED.

There was a typo on the resolution so it will be corrected and presented at the next meeting for signatures.

REFUGEE ROAD WATER LINE:

Mr. Conkel stated this will be starting in the next two weeks.

MISCELLANEOUS:

Mr. Conkel stated Mr. Rick Mourne has submitted a letter of resignation and gave a 2 week notice. Mr. Mourne works in the wastewater collections department so they will have a position to be filled.

8. OFFICE MANAGER'S REPORT

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

RESOLUTION:

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

R 2018-037 RESOLUTION TO CERTIFY DELINQUENT CUSTOMER ACCOUNTS TO THE LICKING COUNTY AUDITOR.

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UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-037 WAS APPROVED.

Mrs. Carrelli presented a copy of the water shut off list. She stated that there were 50 door tags distributed on 6/25/18. She stated that as of today 34 accounts remain on the list to be shut off on 6/27/18.

9. ATTORNEY'S REPORT

Mr. Albers was not present at this meeting.

10. EXECUTIVE SESSION

There was no executive session at this meeting.

11. TRUSTEES' COMMENTS

Mr. Fox asked how the rate study was going. Mr. Conkel informed him they were still looking at it to be ready in the Fall.

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 3:40p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

June 26, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE

Steven Cohen
Jim Duffy

1367 E Main Dr
Blacklick
27 Daisy Dr

614-226-5071
614 562 7730