

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

**BOARD MEETING MINUTES
MAY 9, 2017**

1. OPENING

The May 9, 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. Weaver. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Kathy Killen, Mel Weaver, and those members of the public who signed the May 9, 2017 sign-in sheet.

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. Kretzmann made a motion, second by Mr. Fox to approve the minutes of the Board meeting of April 25, 2017 and the minutes of the Finance/Audit Committee meeting of April 25, 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

GENERAL NOTES REVIEW/APPROVAL:

Mr. Conkel stated that he made the changes that were discussed with Mr. Carlisle. Mr. Conkel stated that he will present the revised General Notes to the Board for approval at the next meeting.

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CMS REVIEW/APPROVAL:

Mr. Conkel inquired if the Board had reviewed the CMS Review. Mr. Carlisle stated that he had not yet completed his review.

AECOM O/A CONTRACT ADDENDUM:

Mr. Conkel stated that he hopes to get this project started next month.

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

RESOLUTION:

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

R 2017-026 RESOLUTION WHEREAS THE DISTRICT ENTERED INTO AN ENGINEERING AGREEMENT WITH URS (NOW KNOWN AS AECOM) ON JANUARY 27TH, 2015, AND

WHEREAS THE DESIGN IS COMPLETE AND THE DISTRICT IS READY TO COMMENCE WITH THE CONSTRUCTION OF THE WATER TREATMENT CENTER AND WILL REQUIRE THE SERVICES OF THE URS TO PERFORM THE CONTRACT ADMINISTRATION SERVICES, AND

WHEREAS THE GENERAL MANAGER RECOMMENDS THAT THE DISTRICT ENTER INTO ENGINEERING SERVICES WITH URS (NOW KNOWN AS AECOM) TO PROVIDE CONTRACT ADMINISTRATION SERVICES FOR THE NEW WATER TREATMENT CENTER, AND

THEREFORE THE BOARD OF TRUSTEES APPROVES FOR ADDENDUM TO THE CONTRACT FOR URS (NOW KNOWN AS AECOM) TO PROVIDE CONTRACT ADMINISTRATION SERVICES IN AN AMOUNT NOT TO EXCEED \$359,400 AND HEREBY AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT ATTACHED HERETO.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-026 WAS APPROVED.

PATASKALA AGREEMENT:

Mr. Conkel stated he met with the City of Pataskala last week. He stated that they are still in discussion about what each entity may agree upon.

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8. OFFICE MANAGER'S REPORT

Mrs. Carrelli was attending Licking County Safety meeting.

Mrs. Killen presented the Board with an updated bank authorization form for signatures.

Mrs. Killen presented Resolution 2017-025 to the Board for signatures only. This resolution was approved in the Board meeting of April 25, 2017.

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 1:23 p.m. to discuss pending litigation.

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 1:38 P.M.

11. TRUSTEES' COMMENTS

Mr. Carlisle stated that the Board wanted to meet each employee and welcomed Mr. Weaver to the meeting.

Mr. Kretzmann stated that he encourages that the Board work with the City of Pataskala.

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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 1:39 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY