

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

**BOARD MEETING MINUTES  
November 13, 2018**

**1. OPENING**

The November 13, 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. Conkel. Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, Kathy Killen, CJ Gilcher, Josephine Carrelli and those members of the public who signed the November 13, 2018 sign-in sheet.

**2. ADOPTION OF AGENDA**

Mr. Carlisle 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. Carlisle to approve the minutes of the Board meeting of October 30, 2018. Upon Roll Call vote, all voted aye. Motion carried.

**4. PAYMENT OF BILLS**

Mr. Carlisle 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 at this time.

**6. PUBLIC COMMENTS**

There were no public comments.

**7. GENERAL MANAGER'S REPORT**

**WATER TREATMENT PLANT CONSTRUCTION UPDATE:**

Mr. Conkel stated they continue to work on the internal piping and hope to be laying the pavement next week.

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**SUMMIT TANK CONSTRUCTION UPDATE:**

Mr. Conkel stated they continue to work on the internal room and are getting ready to sterilize the lines.

**SUMMIT ROAD WATER LINE CONSTRUCTION UPDATE:**

Mr. Conkel stated they are about 75%-80% complete on Woodside Dr. and will be moving back to the south side of Summit to get those lines in service.

**REFUFEE ROAD WATER LINE CONSTRUCTION UPDATE:**

Mr. Conkel stated they continue to fill the lines, they have pressure tested and are waiting on the bac-t tests. They are about 13 days past the deadline.

**RECOMMENDED HIRE-TANNER BURDETTE-RESOLUTION:**

Mr. Conkel stated they interviewed a few candidates for the collections system and would like to recommend hiring Mr. Burdette.

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

**RESOLUTION:**

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

**R 2018-058 RESOLUTION TO HIRE TANNER BURDETTE FOR THE FULL TIME COLLECTIONS SYSTEM OPERATOR POSITION AT \$17.00 PER HOUR PENDING SUCCESSFUL BACKGROUND CHECK AND PRE-EMPLOYMENT DRUG SCREENING.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-058 WAS APPROVED.**

**ALBERS AND ALBERS AFFADAVIT OF FACT-RESOLUTION:**

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

**RESOLUTION:**

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

**R 2018-059 WHEREAS:** the Southwest Licking Community Water and Sewer District has

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repeatedly missed the right to collect agricultural deferred property assessment fees on projects completed throughout the history of the District and;

**WHEREAS:** the District has agreed to allow Albers and Albers (legal representative) to perform an Affidavit of Fact project to place a marker on each and every agricultural deferred property assessed by the District in order to preserve the right to collect said assessments and;

**WHEREAS:** the General Manager recommends that the District pursue this project, and;

**THEREFORE:** the Board of Trustees approves the work as presented at the Board Meeting of October 9, 2018.

**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 OHIO REVISED CODE.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-059 WAS APPROVED.**

**BUICK AVE PROPERTY TRANSFER-RESOLUTION:**

Mr. Conkel stated this is a vacant 1 acre lot in a flood plain. We have a lift station on the property and will want to make upgrades at some point in the future.

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

**RESOLUTION:**

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

**R 2018-060**

**WHEREAS:** the Southwest Licking Community Water and Sewer District has been offered an empty lot for purchase from the Licking County Land Reutilization Corporation on Buick Avenue (Lot 515-A, Sunshine Park) and;

**WHEREAS:** the District has utility infrastructure adjacent to and through this lot and;

**WHEREAS:** the General Manager recommends that the District purchase this property in preparation for future improvements, and;

**THEREFORE:** the Board of Trustees approves the purchase of this piece of property for \$250.00 and a \$28.00 recording fee and hereby authorizes the President of

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the Board of Trustees to sign the contract attached hereto.

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 OHIO REVISED CODE.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2018-060 WAS APPROVED.

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli presented the health insurance renewal information. The renewal came in at 3.7%. Mrs. Carrelli explained a 20% increase was budgeted and last year's renewal was 13% so 3.7% was a great renewal. Mr. Kretzmann and Mr. Carlisle asked to try and have the information earlier next year so they have more time to review it before having to make a decision as the renewal will need to be approved by the first meeting in December. Mr. Carlisle asked to put this item on the agenda for the next meeting so Mr. Fox can review the information as well.

**9. ATTORNEY'S REPORT**

Mr. Albers was not present at this meeting.

**10. EXECUTIVE SESSION**

There was no executive session at this time.

**11. TRUSTEES' COMMENTS**

There were no trustee comments at this meeting.

**12. ADJOURNMENT**

Mr. Kretzmann made a motion, second by Mr. Carlisle that the meeting would be adjourned. Upon Roll Call vote, all voted aye. The meeting was adjourned at 3:12p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

November 13, 2018

SIGN BELOW:

NAME

ADDRESS

PHONE