

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

**BOARD MEETING MINUTES  
NOVEMBER 14, 2017**

**1. OPENING**

The November 14, 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 Mrs. Mitchell. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, CJ Gilcher, Kathy Killen, Josephine Carrelli, May Mitchell, and those members of the public who signed the November 14, 2017 sign-in sheet.

Our featured employee this meeting is Mrs. May Mitchell, Construction Clerk.

**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. Fox to approve the minutes of the Board meeting of October 31, 2017. Upon Roll Call vote, all voted aye. 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.

**MISCELLANEOUS**

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

Mrs. Mitchell introduced herself and discussed her daily operations in the District.

**5. COMMUNICATIONS**

There were no communications to report at this meeting.

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**6. PUBLIC COMMENTS**

Mr. Jim Duffy – He had no comments.

Bob and Dee Trivett – Mr. Trivett stated that the District employees did a wonderful job on Taylor Road. Mr. Trivett requested that the Board consider paying for the costs of maintaining the private grinder station on their property, located at 1037 Taylor Road. Mr. Carlisle requested Mr. Conkel to do some research, converse with the District's attorney, Mr. Albers, and then discuss with the Board of Trustees at the next Board meeting.

Mr. Jim Organ – Mr. Organ discussed the 2018 employee health insurance renewal with the Board. Mr. Organ distributed and discussed the documentation that outlined the various plans available. Much discussion followed. The Board will review the information provided and make a decision at the next Board meeting.

**7. GENERAL MANAGER'S REPORT**

**WATER TREATMENT PLANT CONSTRUCTION UPDATE:**

Mr. Conkel stated they continue with the concrete wall pours on the Clear Well. He stated that they will start pouring walls on the detention tank in the next couple of weeks.

**SUMMIT TANK CONSTRUCTION UPDATE:**

Mr. Conkel stated they poured the dome at the top of the pedestal yesterday. Mr. Conkel distributed pictures for the Board to review. Mr. Conkel stated that they will start forming the steel and priming it at the shop in the next couple of weeks. Mr. Carlisle inquired if the photos would be placed online. Mr. Conkel stated yes.

**OTHER MISCELLANEOUS PROJECTS UPDATE:**

**Well Field Project** - Mr. Conkel stated that talks continue to try to obtain a piece of property where the District can drill.

**Summit/Cable Road Waterline Project** - Mr. Conkel stated that he is finalizing bid documents.

**Wastewater Treatment Plant Screen Project** - Mr. Conkel stated that they are awaiting shop drawings submittal.

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**Hollow Road Project** - Mr. Conkel stated that he is working on obtaining easements.

**City of Pataskala** - Mr. Conkel stated that talks continue at this time.

**CHRISTMAS LUNCHEON:**

Mr. Conkel stated that they talked about doing an employee gathering. Mr. Conkel stated that the best solution that he came up with was having a Christmas luncheon at Tall Timbers. Mr. Carlisle suggested that Mr. Conkel take a look at the Highlands Golf Course as well. Mr. Conkel stated that he would get back with Board at the next meeting.

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli stated that her only item on the agenda today was the employee health insurance renewal. Mr. Organ presented that to the Board earlier in the meeting

**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. Carlisle stated that he wanted to ask a question to the public. He asked the public if they had a problem with the District providing the employees with a Christmas party. Mr. and Mrs. Trivett and Mr. Duffy stated that they had no problem with it and thought that it is good for morale, etc.

**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 1:47 p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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69 ZELLERS LANE, PATASKALA, OH 43062

740-927-0410

REGULAR BOARD MEETING

November 14, 2017

SIGN BELOW:

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
Jim Duff Bob + Deb FRIVETT	27 Daisy Dr 1037 Taylor Rd	614 325 0051
Jim Organ	OneSource Advisors/ Burnham & Flowers	614-822-0217