

**SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT**

**P.O. BOX 215, ETNA, OH 43018**

**(740) 927-0410**

**BOARD MEETING MINUTES**

**November 24, 2015**

**1. OPENING**

The November 24, 2015 meeting of the Board of Trustees of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 1:00 pm. Mr. Kretzmann, Mr. Carlisle and Mr. Meade were present at roll call. Also present were Don Rector, and Bobbie O'Keefe.

**2. ADOPTION OF AGENDA**

Mr. Kretzmann made a Motion to adopt the Agenda. Mr. Carlisle seconded. Vote, all aye. Agenda was adopted.

**3. APPROVAL OF MINUTES**

Regular Board Meeting Minutes: Mr. Carlisle moved to approve the Minutes of the Board Meeting held on November 10, 2015. Mr. Kretzmann seconded the Motion. Vote, all aye. Minutes were approved.

**4. PAYMENT OF BILLS**

Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to pay the bills as presented. Vote, all aye. Motion was approved.

**5. COMMUNICATIONS/WRITTEN PUBLIC COMMENTS**

None.

**6. PUBLIC COMMENTS**

None.

**7. GENERAL MANAGER'S REPORT**

a. Resolution to Approve Commercial Cash Management Master Agreement with Park National Bank: Mr. Rector stated that an annual resolution is required to renew the

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Commercial Cash Management Master Agreement. He also indicated that the five-year public depository period will end in the summer of 2016 and that bids will have to be solicited to select a new or the same bank to be the district's designated public depository. Mr. Kretzmann made a Motion, which was seconded by Mr. Meade, to adopt Resolution No. 2015-050 to approve the Commercial Cash Management Master Agreement with Park National Bank. Upon roll call vote, all voted aye. Resolution No. 2015-050 was approved.

b. Resolution to Approve Commercial Cash Management ACH Origination Agreement with Park National Bank: Mr. Rector stated that an annual resolution is also required to renew the Commercial Cash Management Master Agreement. Mr. Kretzmann made a Motion, which was seconded by Mr. Carlisle, to adopt Resolution No. 2015-051 to approve the Commercial Cash Management-ACH Origination Agreement with Park National Bank. Upon roll call vote, all voted aye. Resolution No. 2015-051 was approved.

c. 2016 District Health Plan: Mr. Rector distributed a spreadsheet showing the proposed premium costs without spousal coverage for employees' health insurance. The proposal shows a higher deductible amount to \$4,000/\$8,000 in order to limit the premium increase to 2.75 percent. The second component is the spousal carve-out issue. Under this proposal, spouses with coverage available to them elsewhere will be pulled out of the district's program. The district will pay 100 percent of premiums for employees only or employees with children. The proposal shown on the spreadsheet reduces the district costs from \$144,000 to \$133,000. The health care portion of the proposal would be the same from both Burnham and Flowers and Wichert. Mr. Rector investigated OPEC, and he was told the OPEC rates would not be competitive. The board questioned whether employees would be able to pay the additional premium expense if they wanted coverage for their spouses. Mr. Rector stated that this would require the district to fund the second tier of the employee's HSA. Mr. Carlisle asked whether the employment or retirement status of the spouse would affect the district's ability to provide coverage. He stated that this question would need to be answered before a final decision can be made. Mr. Carlisle further stated that the vision and dental proposal from Wichert was higher than for Burnham. Mr. Meade asked about the deadline to enroll for coverage and what the latest date is for a decision to be made. Mr. Rector stated that the current plan at the increased rate would automatically renew on January 1, 2016. Mr. Rector will look more specifically at the dates for termination. The annual open enrollment month is December of each year, with employees making designations to go into effect on January 1 of the next year. The board will be meeting on December 8, 2015 and will make a decision at that time if the necessary information is obtained. Mr. Rector indicated the biggest concern is regarding spousal coverage, because 60 days' notice must be given before coverage can be changed. Mr. Carlisle believes the Burnham and Flowers proposal is better, because he believes the vision and dental coverage is better and less expensive. In addition, employees will be able to use a debit card that will allow them to make payments directly from their HSA. Mr. Meade stated that he has heard

many businesses are doing away with spousal coverage. He indicated that the employees are a large asset of any business, along with the spouses; however, he is concerned about saving as much as possible to protect the future of the district. Mr. Meade expressed that he wants to make sure the employees' spouses are protected, and that more information needs to be obtained before any changes are made. Mr. Kretzmann stated his concern about having enough time to educate employees and their spouses about the changes so that they can make informed decisions within the 60-day notice period. He agreed that additional information and time are needed to thoroughly evaluate the options. Mr. Rector stated that the board needs to take action on making Burnham and Flowers and Sean Sprouse the district's agent of record for medical, vision and dental coverage. Mr. Carlisle made the motion to make Burnham and Flowers and Sean Sprouse the agent of record for medical, vision and dental coverage. Mr. Meade seconded. Mr. Kretzmann stated he did not believe the presentation by Burnham and Flowers was as good as the presentation given by Wichert. He commented that he did not believe the small savings would be enough to switch carriers and that continuity would be better with the current broker. Mr. Meade asked if the insurance carrier could be changed mid-year. Mr. Rector said it could. The board requested a roll call vote for this motion. Mr. Meade and Mr. Carlisle voted yes, and Mr. Kretzmann voted no. The motion was passed.

d. Discussion on General Liability Renewal: Mr. Rector stated he was entertaining a secondary quote from Burnham and Flowers on the district's general liability renewal. He will present the proposals at the next meeting. The policy expires on December 25, 2015, which requires the board to act at the December 8, 2015 meeting so that a check can be approved and sent before the deadline. The renewal on the current policy has a 0% increase. Mr. Rector informed the board that Selective is the underwriter and that it has been very good to the district with the number of claims the district has made.

e. Resolution to Certify Delinquents to the LCA: Mr. Kretzmann move to adopt Resolution No. 2015-052 to certify delinquencies to the Licking County Auditor for collection. Mr. Meade seconded. Upon roll call vote, all voted aye. Resolution No. 2015-052 was approved.

f. Inspector/Utility Locater Interviews: Mr. Rector deferred this item to Executive Session.

g. Mr. & Mrs. Hunt: Mr. Rector reported that everything for Mr. and Mrs. Hunt has been repaired and that he has receipts showing the costs. Mr. Rector stated that the amount of the credit falls within his authority to approve; however, he would like board input. The Hunts did the necessary work and met all of the requirements of the credit repair policy. He said there are two options for credit, either \$427 or \$580. He indicated that the case took longer than expected and that the credit amount reflects which date would be used to calculate when the

credit began to accrue. He stated that the higher credit reflected the more accurate usage. All board members concurred with Mr. Rector's decision to grant the higher credit.

**8. OFFICE MANAGER'S REPORT**

None: Ms. Loomis attended the Chamber Safety Meeting.

**9. ATTORNEY'S REPORT**

None.

**10. EXECUTIVE SESSION**

Mr. Carlisle made a Motion, which was seconded by Mr. Meade, to go into Executive Session for the purpose of discussing personnel and pending litigation. Upon roll call vote, all voted aye. The board went into Executive Session at 2:11 pm.

Mr. Kretzmann made a Motion, which was seconded by Mr. Carlisle, to come out of Executive Session. Upon roll call vote, all voted aye. The board came out of Executive Session at 2:24 pm.

**11. ADDITIONAL PUBLIC COMMENTS**

None.

**12. TRUSTEE COMMENTS**

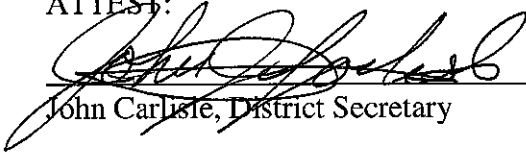
a. Carlisle: Mr. Carlisle reported that Amazon is coming to the area. The business operations will be split between Obetz and Etna Township locations. Mr. Rector commented that RCD Sales paid a tap fee of \$75,000 and is moving forward with construction.

b. Meade: Mr. Meade stated that it was nice for Etna Township to get the new businesses. He asked whether the new businesses will require more water than the district has available, and whether the district is ready if more industry comes into the district. Mr. Rector stated that he is fielding a number of inquiries from the Job Ready Site. He reported that the inquiries come in cycles, and that the new water plant will solidify the district's ability to service new growth. He also stated that the new water tower will provide additional water storage when the plant size is increased. He informed the board that he will be ready to bid the tank in the spring/summer of next year. Then it will be a matter of how long the tank builders take to build it. He is trying to keep the tank ahead of the plant.

**13. ADJOURNMENT**

Mr. Carlisle made a Motion to adjourn and Mr. Meade seconded. The meeting was adjourned at 2:31 pm.

ATTEST:



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John Carlisle, District Secretary