

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

**BOARD MEETING MINUTES
OCTOBER 10, 2017**

1. OPENING

The October 10, 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. Bay. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were Lee Conkel, CJ Gilcher, Kathy Killen, Chad Bay, and those members of the public who signed the October 10, 2017 sign-in sheet.

Our featured employee this meeting is Mr. Chad Bay, Collections Department Operator.

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 September 26, 2017. 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

Mr. Conkel stated that Mr. Wagner received a subpoena yesterday evening regarding 112 Humphries Drive. He stated that this was a contractor issue where the basement flooded. Mr. Conkel stated that the hearing will be held on Thursday, October 19, 2017. Mr. Carlisle inquired what Mr. Wagner would provide for the hearing. Mr. Conkel stated that Mr. Wagner was the inspector on the job and would provide inspection reports. Mr. Conkel stated that he will be out of town during that hearing, but will send our attorney with Mr. Wagner.

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6. PUBLIC COMMENTS

There were no public comments at this time.

7. GENERAL MANAGER'S REPORT

WATER TREATMENT PLANT CONSTRUCTION UPDATE:

Mr. Conkel stated that they have poured half of the clearwell floor. Mr. Conkel stated that the contractor should pour the other half on October 11, 2017.

SUMMIT TANK CONSTRUCTION UPDATE:

Mr. Conkel stated that the pedestal will be worked on this week.

RATE STUDY:

Mr. Conkel stated that he had discussion with Mr. Fox regarding incorporating Beechwood Trails into the District's regular rate structure verses the current flat rate billing. Mr. Conkel stated that he recommends if the Board is looking at potentially doing this, that prior to making any changes to Beechwood Trails the Board considers approving having an overall rate study done for the entire District. Mr. Conkel stated that he received two quotes regarding a rate study for the District. Mr. Fox stated that he is in favor of having the rate study done. Mr. Kretzmann stated that he is not in favor of having the rate study done. Mr. Carlisle stated that he is in favor of doing an in depth rate study prior to making any changes to Beechwood Trails. He stated that the study would answer some of the questions that the District has and would give them a more informed way of figuring out what the fairest overall restructure would be for all of the District's customers. Much discussion followed.

Mr. Fox made a motion, second by Mr. Carlisle, to proceed with a rate study by RCAP, not to exceed \$10,000.00, with Mr. Conkel working with RCAP on the time frame to have this done. Vote, Mr. Carlisle and Mr. Fox yes, Mr. Kretzmann no. Motion Carried.

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GEOTECHNICAL CONSULTANTS, INC. RESOLUTION:

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

RESOLUTION:

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

R 2017-046 WHEREAS THE DESIGN IS COMPLETE AND THE DISTRICT IS READY TO COMMENCE WITH THE CONSTRUCTION OF THE NEW WATER TREATMENT CENTER WHICH WILL REQUIRE GEOTECHNICAL SPECIAL INSPECTION SERVICES AND TESTING, AND

WHEREAS THE GENERAL MANAGER HAS RECEIVED PROPOSALS AND RECOMMENDS THAT THE DISTRICT ENTER INTO A GEOTECHNICAL SPECIAL INSPECTION SERVICES AND TESTING CONTRACT WITH GEOTECHNICAL CONSULTANTS INC. TO PROVIDE THESE SERVICES FOR THE NEW WATER TREATMENT CENTER, AND

THEREFORE THE BOARD OF TRUSTEES APPROVES THE CONTRACT FOR GEOTECHNICAL CONSULTANTS INC. TO PROVIDE GEOTECHNICAL SPECIAL INSPECTION SERVICES AND TESTING SERVICES AT THE HOURLY RATE OF \$51.00 PER HOUR AND ADDITIONAL SERVICES AT THE RATES ATTACHED IN AN AMOUNT NOT TO EXCEED \$150,000.00.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2017-046 WAS APPROVED.

AGREEMENT FOR DEPOSIT OF PUBLIC FUNDS (SIGNATURE ONLY):

Mr. Conkel presented the agreement for Deposit of Public Funds for the Board's signature. Mr. Carlisle and Mr. Fox signed this agreement.

MISCELLANEOUS:

Mr. Conkel stated that he received about 50 responses regarding the Hollow Road/State Route 310 project, water and sewer survey needs.

Mr. Conkel stated that the District had its first customer hook up today on the Palmer/Taylor Road project.

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Mr. Conkel stated that he attended the phone hearing for the Mrs. Loomis justification for benefits with the Ohio Department of Job and Family services last week.

8. OFFICE MANAGER'S REPORT

Mrs. Carrelli was attending the Licking County Safety Meeting.

MISCELLANEOUS:

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

Mr. Bay introduced himself and discussed his daily operations in the District.

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

There were no Trustee comments at this time.

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 1:34 p.m.

ATTEST: 
LAWRENCE KRETZMANN, SECRETARY

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REGULAR BOARD MEETING

October 10, 2017

SIGN BELOW:

NAME

ADDRESS

PHONE