

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

**SPECIAL BOARD MEETING MINUTES  
September 30, 2019**

**1. OPENING**

The September 30, 2019 Special Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Fox at 3:00 p.m. The pledge of allegiance was led by Mrs. Killen. Mr. Fox, Mr. Kretzmann, and Mr. Carlisle were present at roll call. Also present were CJ Gilcher, Kathy Killen and Josephine Carrelli.

**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**

There were no minutes to approve at this time.

**4. PAYMENT OF BILLS**

There were no bills to be paid at this time.

**5. COMMUNICATIONS**

There were no communications at this time.

**6. PUBLIC COMMENTS**

There were no public comments at this time.

**7. GENERAL MANAGER'S REPORT**

**TO CONSIDER AND TAKE ACTION ON A WATER AND SEWER  
CONTRACT WITH THE CITY OF PATASKALA:**

Mr. Gilcher stated this draft was provided to the City on Thursday afternoon. It has not been approved by the City yet. Mr. Fox asked Mr. Gilcher if he has spoken with Chris Sharrock about it. Mr. Gilcher stated he spoke with him a couple of times

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today. There were some issues with the wording in Section 14 that have been corrected. There were also some concerns regarding the rate of bulk water. As written, it would be the lowest if the two rates and the City feels it should be left up to the legislative body at the time the water is sold and that is the way they want the contract written. Mr. Carlisle stated in the meeting on May 8, bulk water was discussed and his notes indicate it would be the lowest rate of the two entities. He feels if it was an issue it should have been brought up at the last meeting they had to be discussed. Much discussion followed regarding the wording of the contract and the pros and cons of each scenario.

Mr. Gilcher stated he also spoke with Mr. Sharrock regarding section 15. Some questions arose regarding the escrow account and the cost of construction. It was discussed the construction cost would be split equally between entities. Mr. Gilcher will speak to Mr. Sharrock after the City meets to discuss the changes to the contract to see what they came up with and try to come up with a solution regarding those two sections.

**RESOLUTION TO HIRE MASON BADER FOR THE WATER  
TREATMENT PLANT OPERATOR POSITION:**

Mr. Carlisle stated he sat in on the interview and was impressed with the way he interviewed.

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

**RESOLUTION:**

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

**R 2019-055 RESOLUTION**

**RESOLUTION TO HIRE MASON BADER FOR THE FULL TIME WATER  
TREATMENT PLANT OPERATOR POSITION AT \$20.00 PER HOUR  
PENDING SUCCESSFUL BACKGROUND CHECK AND PRE-EMPLOYMENT  
DRUG SCREENING.**

**That 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 Revised Code of Ohio.**

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**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2019-055 WAS APPROVED.**

**RESOLUTION TO APPROVE F & F WILLIAMS LLC EASEMENT:**

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

**RESOLUTION:**

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

**R 2019-056 RESOLUTION**

**WHEREAS:** the District deems that an easement for sanitary sewer purposes is necessary for the Water Treatment Center Concentrate Discharge Project; and

**THEREFORE:** the Board of Trustees hereby authorizes the General Manager to pay a sum of three residential sanitary sewer taps to F & F Williams, LLC. for said easement on Parcel No. 025-069264-00.000; and

**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 REVISED CODE OF OHIO.**

**UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2019-056 WAS APPROVED.**

**8. OFFICE MANAGER'S REPORT**

Mrs. Carrelli had nothing to present at this time.

**9. ATTORNEY'S REPORT**

There was no attorney present at this meeting.

**10. EXECUTIVE SESSION**

There was no need for an executive session at this time.

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**11. TRUSTEES' COMMENTS**

Mr. Fox stated he met with the office staff at their request last Wednesday regarding the vacant billing clerk position. Mr. Fox stated he directed them to post the opening and it was posted today. Mr. Fox spoke with the attorney who stated it was within the General Manager's ability to approve the posting.

**12. ADJOURNMENT**

Mr. Carlisle 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 3:33 p.m.

ATTEST:   
LAWRENCE KRETZMANN, SECRETARY

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SPECIAL BOARD MEETING

September 30, 2019 3:00pm

SIGN BELOW:

NAME

ADDRESS

PHONE