

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

**BOARD MEETING MINUTES
June 27, 2024**

1. OPENING

The June 27, 2024, Regular Board Meeting of the Southwest Licking Community Water and Sewer District was called to order by Mr. Kretzmann at 4:00 p.m. The Pledge of Allegiance was led by Mr. Kretzmann. Mr. Kretzmann, Mr. Stepp and Mrs. Carter were present at roll call. Also present were Jim Roberts, CJ Gilcher, Nick Eippert, Josephine Carrelli, Kathy Killen, and those members of the public who signed the sign in sheet. The meeting was also live streamed for public viewing.

2. ADOPTION OF AGENDA

Mr. Gilcher removed a motion to accept a resignation from the agenda.

Mr. Kretzmann made a motion, second by Mr. Stepp, to approve the agenda as amended. Upon roll call vote, all voted aye. Motion carried. Agenda adopted.

3. APPROVAL OF MINUTES

Mr. Kretzmann made a motion, seconded by Mrs. Carter to approve the meeting minutes from the June 13, 2024, Regular Meeting.

Upon roll call vote, all voted aye. Motion carried.

4. PAYMENT OF BILLS

Mrs. Carter moved to approve payment of the bills as presented. Mr. Stepp seconded. Upon roll call vote, all voted aye. Motion carried.

5. COMMUNICATIONS

There were no communications.

6. PUBLIC COMMENTS

There were no public comments.

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7. EXECUTIVE DIRECTOR'S REPORT

RESOLUTION TO APPROVE 2025 DRAFT BUDGETS:

Mrs. Killen presented a resolution for the Board's consideration and approval.

RESOLUTION:

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

R 2024-066

RESOLUTION TO APPROVE THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT BUDGET YEAR 2025 AS PRESENTED.

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. 2024-066 WAS APPROVED.

PERRY & ASSOCIATES ENGAGEMENT LETTER (2022/2023 AUDIT):

Mrs. Killen said the audit is currently underway. She said she had a letter of engagement with Perry & Associates that needs to be signed.

Mr. Kretzmann made a motion, seconded by Mrs. Carter to approve the engagement letter with Perry & Associates for the 2022-2023 Audit.

Mr. Kretzmann asked how long we have been using Perry & Associates.

Mrs. Killen said this will be the third audit period with them. She said after this audit is over, it will go back to the State to determine if we need to bid it back out.

Upon roll call vote, all voted aye. Motion carried.

She also has a cyber security considerations form that will need to be signed pertaining to the DEFA loan for the Raccoon Creek Wastewater plant. The resolution that was previously passed also approved Mr. Kretzmann to sign any related documents pertaining to the loan.

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BOARD EXPANSION RESOLUTION:

Mr. Roberts said this is what was discussed at the June 17, 2024, special meeting. and there is nothing included that was not discussed and agreed at that meeting.

Mr. Eippert said the name change is not included right now but it will be discussed and decided before it is time to file the petition.

Mr. Kretzmann said he continues to insist that Union and Jersey Township are all on board for this major change in the organization. He said they have been the ones who have engaged the District and been a part of what needs to be done and said it was good stewardship on all sides. He said they have made the commitment to the current customers that they will not be burdened with new development costs.

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

RESOLUTION:

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

R 2024-067

RESOLUTION TO APPROVE THE ATTACHED FINAL RECOMMENDATION FOR THE REVISIONS TO THE ORGANIZATIONAL PETITION OF THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT.

BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:

- 1. THE BOARD APPROVES THE ATTACHED FINAL RECOMMENDATION FOR REVISIONS TO THE ORGANIZATIONAL PETITION OF THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT.**
- 2. THE BOARD AUTHORIZES THE EXECUTIVE DIRECTOR AND CHIEF LEGAL COUNSEL TO CONVEY OFFERS OF BOARD MEMBERSHIP TO JERSEY TOWNSHIP AND UNION TOWNSHIP AND, IF NECESSARY, NEGOTIATE AND DRAFT AN AGREEMENT WITH UNION TOWNSHIP, SUBJECT TO APPROVAL BY THE BOARD.**
- 3. THE BOARD AUTHORIZES THE EXECUTIVE DIRECTOR AND CHIEF LEGAL COUNSEL TO TAKE ALL STEPS NECESSARY TO PREPARE THE PETITION TO AMEND THE ORGANIZATIONAL PETITION BASED ON THE FINAL RECOMMENDATION OF REVISIONS TO THE ORGANIZATIONAL PETITION OF THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT, SUBJECT TO APPROVAL OF THE BOARD.**

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4. **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 OHIO REVISED CODE.**

DISCUSSION:

Mr. Stepp asked Mr. Eippert if the residency requirement needs to be defined or if “must reside within” is a defined legal term.

Mr. Eippert said he can expand on that in the language of the petition itself.

Mrs. Carter wanted to state that the conversation at the last meeting was to expand the Board to 5 members. She said this gives more freedom to create committees and work collaboratively as it makes it very difficult to do that with a 3-person board. She said she personally would have liked to have seen some steps or a phased in process for the new board members but said she understands that legally, it was not something they were able to do. She said it will state that the 5 members must reside in the jurisdiction of their appointing body and must be eligible to receive services from the District. They also must not be a current elected official or employee of an appointing body. She said there would also be a change in the term. It would be a 4-year term instead of a 3-year term and it will layout how those terms should rollover so there is some consistency in the Board. She said she wanted to make sure these things were stated because that discussion primarily happened at the June 17 Special Meeting. She said this a huge step in creating community partners and letting everybody in the area know that we are willing to collaborate and work together to provide services.

Mr. Kretzmann said the only people who can change the organization of this body is the current Trustees and that will continue with a 5-member board. He said he is confident that this is what is best for the District.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2024-067 WAS APPROVED.

DISTRICT STAFF SALARY RECOMMENDATION:

Mr. Roberts said this has been discussed at the last couple of meetings. He said he wanted to clarify that the wage recommendations are still within the existing pay range for each position that were previously defined. He said as previously discussed, the purpose of this is for employee retention and to be able to hire needed employees.

Mr. Roberts presented a resolution for the Board’s consideration and approval.

RESOLUTION:

Mr. Stepp made a motion, second by Mrs. Carter

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R 2024-068

RESOLUTION TO APPROVE STAFF SALARY ADJUSTMENTS.

WHEREAS, THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT (THE "DISTRICT") HAS DETERMINED THE NEED TO REVIEW AND MODIFY EMPLOYEE PAY RATES TO ENSURE RETENTION OF EXISTING TEAM MEMBERS, AND TO REMAIN COMPETITIVE WITHIN THE CURRENT JOB MARKET, AND;

WHEREAS, THE EXECUTIVE DIRECTOR RECOMMENDS THAT THE DISTRICT INCREASE THE PAY RATE TO CERTAIN TEAM MEMBERS AS ATTACHED HERETO, AND;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:

- 1. THE BOARD APPROVES AND AUTHORIZES SALARY ADJUSTMENTS FOR THE EMPLOYEES DEPICTED ON THE ATTACHED EXHIBIT, WHICH SHALL BE EFFECTIVE ON JUNE 29, 2024.**
- 2. 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 OHIO REVISED CODE.**

DISCUSSION:

Mrs. Carter wanted to clarify that this recommendation would stay within already established salary ranges for each position.

Mr. Roberts said yes, that is correct. The proposed increases will keep everyone within their already established ranges. It just moves people up a little bit within that range.

Mrs. Carter thanked Mr. Roberts for the information and said that is excellent information to have as she was not in favor of an increase across the board. She said that knowing this did not change the established ranges made her feel better about it.

Mr. Stepp asked if this was reviewed by position or by individual.

Mr. Gilcher said it was based on the position.

Mr. Kretzmann said we must have employees to run the plants and those employees have to have a certain level of education and experience. He said we are at a critical point where we have a great staff and want to keep a great staff and be able to attract the new people we need.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2024-068 WAS APPROVED.

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NEW MOU-LEGAL COUNSEL/EXTERNAL AFFAIRS LEAD:

Mr. Roberts presented a resolution for the Board's consideration and approval. He said a piece of this is to change his title to include External Affairs Lead. He said this will also make his MOU more in line with Mr. Gilcher's MOU and helps with some consistency in the MOU process.

RESOLUTION:

Mr. Stepp made a motion, second by Mrs. Carter

R 2024-069

RESOLUTION TO APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT AND NICHOLAS EIPPERT, WHICH SHALL REPLACE AND TERMINATE THE EXISTING MEMORANDUM OF UNDERSTANDING, AND TO APPROVE THE AMENDED THE CHIEF LEGAL COUNSEL POSITION DESCRIPTION.

BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:

- 1. THE BOARD AUTHORIZES THE BOARD PRESIDENT TO EXECUTE THE ATTACHED MEMORANDUM OF UNDERSTANDING.**
- 2. 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 OHIO REVISED CODE.**

DISCUSSION:

Mr. Kretzmann said that when Mr. Eippert was hired, he didn't have a lot of experience in water and sewer but said he has come a long way. He said he helps them at every turn and has been great to work with. He said the salary that was negotiated with Mr. Eippert, pales in comparison to what was paid for outside legal counsel in the past. He said it has really saved the District money in outside legal costs to have him as an employee.

Mr. Stepp said each time an MOU is created, it gets a little more review and maybe another set of eyes to look at it. He said although this MOU may not be that different than what was originally approved, he still thinks it is an improvement. It clarifies some things and makes the language clearer and easier to understand. He also said when he first started on the Board, it was not unusual to be signing checks each month for \$50,000-\$60,000 for outside legal fees. He said the other piece to that is the change to his title. He said it can be intimidating to have the District's attorney to sit in on meetings and it will be helpful to have another title for him for those times when he is not acting in an official attorney capacity.

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Mrs. Carter said that she and Mr. Eippert started relatively close to the same time. She said she knows water and sewer wasn't necessary his background and she is impressed at the rate of speed he was able to get up to speed on everything that is going on. She also appreciates some consistency in the MOUs.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2024-069 WAS APPROVED.

GENERAL UPDATE:

Mr. Roberts wanted to say that the District has an incredible leadership team that works really hard for the District. He said he has now been with the District for 8 months and has started to get settled in and really enjoys working with the leadership team that he inherited. He said everybody is working very hard to accomplish some big things and he appreciates the Board's support. He said there were some tough topics on the agenda and appreciates the Board's willingness to work through them.

Mr. Roberts said he continues to have a lot of outside meetings. He said he thinks the narrative is starting to slowly change in how people are viewing the District. He continues to work on different partnerships with other communities. He had a meeting with the Village of Hebron today that went very well. He said there was a phone call with the Ohio EPA Scheduled for tomorrow and a meeting with them on Monday. He continues to work on collaboration and regionalization efforts with other entities.

He also wanted to mention the office will be closed on Thursday, July 4, 2024, but would reopen on Friday, July 5, 2024.

8. OPERATIONS DIRECTOR'S REPORT:

UNION TOWNSHIP WATERLINE EXTENSION PROJECT-PHASE 1 UPDATE:

Mr. Gilcher provided the following update:

We had the preconstruction meeting with the contractor, Tribute Construction, on Friday and will be signing the notice to proceed. They will begin staging within the next month or so and will begin construction. He is looking forward to getting this started and completed. This contract is a 365-day contract, but he doesn't anticipate it taking that long. It was extended out to give the contractor plenty of time to procure pipe.

SR 161 ELEVATED STORAGE TANK PROJECT UPDATE:

Mr. Gilcher provided the following update:

They are still waiting on the shaft crew to complete one job and start on this one. They expect to be able to start the first or second week of July pending weather and availability.

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PATASKALA CORPORATE PARK SANITARY SEWER PROJECT UPDATE:

Mr. Gilcher provided the following update:

The contractor is moving west along Refugee Rd. The directional bores are completed for the sanitary portion. They are also on SR 40 getting ready to do a directional bore to connect into the existing force main.

WAGRAM WWTC PROJECT UPDATE:

Mr. Gilcher provided the following update:

They are continuing to form and pour the oxidation ditch. They are also working on pouring concrete for the final effluent facility. They have excavated for the digesters and for the clarification units. This project is moving forward on schedule.

Mr. Roberts said if any of the Board members want a tour of the site, the next couple of Months would be the best time to do that.

Mr. Gilcher said Fridays are best because the contractors work 4 10-hour days so there is less activity on Fridays.

**RESOLUTION TO APPROVE TRI-PARTY AGREEMENT BETWEEN SWLCWSD,
JEFFERSON WATER & SEWER DISTRICT AND FAIRFIELD COUNTY
COMMISSIONERS FOR THE EMERGENCY SALE OF POTABLE WATER:**

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

RESOLUTION:

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

R 2024-070

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT, FAIRFIELD COUNTY COMMISSIONERS AND THE JEFFERSON WATER & SEWER DISTRICT DESIRE TO ENTER INTO AN "EMERGENCY AGREEMENT FOR THE SALE OF POTABLE WATER" ATTACHED HERETO AS SHOWN SIGNIFICANTLY AS

SOUTHWEST LICKING COMMUNITY WATER & SEWER DISTRICT

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EXHIBIT A; AND

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE AGREEMENT AND AUTHORIZES THE PRESIDENT BOARD OF TRUSTEES TO SIGN THE AGREEMENT SUBJECT TO FINAL LEGAL REVIEW BY THE DISTRICTS CHIEF LEGAL COUNSEL.

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. 2024-070 WAS APPROVED.

RESOLUTION TO APPROVE PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. FOR THE WASTEWATER INDUSTRIAL PRE-TREATMENT PROGRAM FOR THE WAGRAM WWTC AND THE GALE RD ECF:

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

RESOLUTION:

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

R 2024-071

WHEREAS: THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT HAS DETERMINED THE NEED TO DEVELOP LOCAL WASTEWATER LIMITS AND AN INDUSTRIAL PRE-TREATMENT PROGRAM FOR THE WAGRAM WASTEWATER TREATMENT CENTER AND THE GALE ROAD ENVIRONMENTAL CONTROL FACILITY, AND;

WHEREAS: THE EXECUTIVE DIRECTOR RECOMMENDS THAT THE DISTRICT ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. TO DEVELOP LOCAL WASTEWATER LIMITS AND DRAFT AN INDUSTRIAL PRETREATMENT PROGRAM AS DESCRIBED IN THE SCOPE OF SERVICES, AND;

THEREFORE: THE BOARD OF TRUSTEES APPROVES THE CONTRACT WITH GEOSYNTEC CONSULTANTS, INC. IN AN AMOUNT NOT TO EXCEED \$100,000.00 AND HEREBY AUTHORIZES THE PRESIDENT

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**OF THE BOARD OF TRUSTEES TO SIGN THE CONTRACT
ATTACHED HERETO PENDING FINAL REVIEW BY DISTRICT
LEGAL COUNSEL, 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. 2024-071 WAS APPROVED.

9. OFFICE MANAGER'S REPORT

RESOLUTION TO CERTIFY DELINQUENT CHARGES TO THE LICKING COUNTY AUDITOR:

Mrs. Carrelli presented a resolution for the Board's consideration and approval:

RESOLUTION:

Mr. Kretzmann made a motion, second by Mrs. Carter

R 2024-072

RESOLUTION TO CERTIFY DELINQUENTS TO THE LICKING COUNTY AUDITOR

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. 2024-072 WAS APPROVED.

WATER SHUT OFFS:

Mrs. Carrelli said there were 50 door tags left on Monday, June 24. 8 customers were shut off yesterday and 4 of those has since been turned back on.

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10. ATTORNEY'S REPORT

RESOLUTION TO APPROVE ECONOMIC DEVELOPMENT AGREEMENT WITH GZD KIRKERSVILLE 1 LLC:

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

RESOLUTION:

Mr. Stepp made a motion, second by Mrs. Carter

R 2024-073

RESOLUTION TO APPROVE ECONOMIC DEVELOPMENT AGREEMENT WITH GZD KIRKERSVILLE I LLC.

BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:

- 1. THE BOARD AUTHORIZES THE BOARD PRESIDENT TO EXECUTE ECONOMIC DEVELOPMENT AGREEMENT.**
- 2. 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 OHIO REVISED CODE.

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2024-073 WAS APPROVED.

RESOLUTION TO APPROVE AN AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND JIM ROBERTS:

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

RESOLUTION:

Mr. Stepp made a motion, second by Mrs. Carter

R 2024-074

RESOLUTION TO APPROVE AN AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE SOUTHWEST LICKING COMMUNITY WATER AND SEWER DISTRICT AND JIM ROBERTS.

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BE IT RESOLVED BY THE BOARD OF TRUSTEES AS FOLLOWS:

- 1. THE BOARD AUTHORIZES THE BOARD PRESIDENT TO EXECUTE THE ATTACHED AMENDMENT TO MEMORANDUM OF UNDERSTANDING.**
- 2. 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 OHIO REVISED CODE.**

UPON ROLL CALL VOTE, ALL VOTED AYE. RESOLUTION NO. 2024-074 WAS APPROVED.

11. EXECUTIVE SESSION

There was no executive session.

12. TRUSTEES' COMMENTS

Mr. Stepp made a motion, second by Mrs. Carter, to advertise for the open water system (operations) position.

Upon roll call vote, all voted aye. Motion carried.

Mr. Stepp made a motion, second by Mrs. Carter, to advertise for the open wastewater system lead operator (operations) position.

Upon roll call vote, all voted aye. Motion carried.

Mr. Stepp made a motion, second by Mrs. Carter, to advertise for the open wastewater system lead operator(process) position.

Upon roll call vote, all voted aye. Motion carried.

Mr. Stepp made a motion, second by Mrs. Carter, to advertise for the open wastewater system operator (operations) position.

Upon roll call vote, all voted aye. Motion carried.

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Mr. Stepp wanted to say he is glad they made the salary adjustments that were approved for the staff. He said the District has a fantastic team and he continues to be impressed by the way issues are handled. He said most of these are through no fault of our own, We could have equipment fails, systems fail or mechanical issues, and the team just leaps through any hoop that they have to leap through. He said they do that willingly and with enthusiasm and with care for our rate payers and it is a fantastic organization. He said salary isn't everything and he thinks we have a culture that reflects that. He said a lot of employees have been here for quite some time and enjoy being here, but salary does tend to be what attracts people. He said as we continue to increase our need for employees, we will have to continue to look at salaries to make sure we are being competitive with the outside world so that others get to see the fantastic group that we have inside. He thanked the staff for putting it together and for the work that went into it.

Mrs. Carter said the vote tonight to expand the Board is kind of monumental. She said it is huge and a little bit scary step forward for us. She said she is looking forward to see how it progresses and how the Board develops. She is also excited to get the open positions posted so we can start preparing for the additional plants. She also said as always, the staff does a great job and is appreciated.

Mr. Kretzmann said this is a government non-profit entity and the way the staff has been able to manage the funds to expand and grow and to be able to pay our staff is significant. He said they congratulate the staff for guiding the Board through that. He said the information they are provided to make decisions is really important and staff is to be commended for that. He said it is a little scary to consider expanding the Board but they are here to manage the District the best they can while they are here and this is what they collectively think is the best way to go and he is honored to be a part of it.

13. ADJOURNMENT

Mrs. Carter made a motion, second by Mr. Stepp that the meeting would be adjourned.

Upon Roll Call vote, all voted aye. The meeting was adjourned at 4:50 p.m.

ATTEST: _____


Melissa Carter, Secretary

**SWLCWSD
OFFICE REPORT
06/27/24**

1) Connection Fees Collected

	2022	2023	1st Qtr. 2024	2nd Qtr. 2024	3rd Qtr. 2024	4th Qtr. 2024	Total 2024
Water	\$1,509,126.87	\$1,441,438.43	\$415,163.06	\$211,058.70	\$0.00	\$0.00	\$626,221.76
Sewer	\$1,127,636.52	\$783,297.36	\$253,433.26	\$150,963.00	\$0.00	\$0.00	\$404,396.26
Total	\$2,636,763.39	\$2,224,735.79	\$668,596.32	\$362,021.70	\$0.00	\$0.00	\$1,030,618.02

2) Billing Charges

	2022	2023	1st Qtr 2024	2nd Qtr. 2024	3rd Qtr. 2024	4th Qtr. 2024	Total 2024
Water	\$3,083,747.26	\$3,490,165.22	\$849,216.36	\$576,874.29	\$0.00	\$0.00	\$1,426,090.65
Sewer	\$6,661,980.99	\$6,885,871.54	\$1,704,883.16	\$1,113,456.07	\$0.00	\$0.00	\$2,818,339.23
Total	\$9,745,728.25	\$10,376,036.76	\$2,554,099.52	\$1,690,330.36	\$0.00	\$0.00	\$4,244,429.88

3) Capacity Fees

	2022	2023	1st Qtr. 2024	2nd Qtr. 2024	3rd Qtr. 2024	4th Qtr. 2024	Total 2024
Water	\$41,133.13	\$39,615.00	\$61,850.00	\$3,475.00	\$0.00		\$65,325.00
Sewer	\$40,438.12	\$116,925.50	\$61,850.00	\$3,475.00	\$0.00		\$65,325.00
Total	\$81,571.25	\$156,540.50	\$123,700.00	\$6,950.00	\$0.00	\$0.00	\$130,650.00

4) Assessment Revenue

	2022	2023	2024	Total 2024
1st Half	\$164,451.34	\$109,578.58	\$65,229.55	\$65,229.55
2nd Half	\$141,199.87	\$84,707.87	\$0.00	\$0.00
Total	\$305,651.21	\$194,286.45	\$65,229.55	\$65,229.55

Cash in Bank	As of 06/26/24	As of 06/25/23
*Does not allow for future expenses	\$23,046,401.62	\$15,759,877.87
Loan Payment Due 01/01/25	\$2,500,000.00	\$2,500,000.00
Balance Available	\$20,546,401.62	\$13,259,877.87