

Swan Creek Water District

Record of Proceedings

Thursday, February 11, 2016

The meeting began with The Pledge of Allegiance at 6:30 p.m.

Roll call attendance showed the following Board members present: Dale Brunner, Mark Fowler, Shawn Albert and Walt Lange. Also present were Tina Whalen, Manager, and Cindy Fowler, Office Assistant. Visitors list attached.

Minutes Approval from Regular Meeting on January 28th - Motion was made by Trustee Fowler, seconded by Trustee Albert, to approve the meeting minutes from January 28, 2016. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; and Lange, yes. Motion Carried.

Manager's Report

Cash Summary by Fund Report was given to the Board for review.

Resolution(s) 2016-06 was reviewed and signed by the Board. Details of this resolution are in the January 28th meeting minutes.

Purchase Orders were reviewed and initialed by the Board.

January's Fund Ledger was given to the Board's Treasurer, Mark Fowler for review. Trustee Fowler asked for payment details on a customer account. Tina will look into this and update Trustee Fowler at the next meeting.

January's Bank and Investment Statements were reviewed and initialed by the Board.

February's Billing/Usage Summary was given to the Board for review.

Auditor of State Local Government Training Conference (March 22-24) Tina has reviewed the classes offered and feels that Cindy as well as herself will benefit by attending the training classes.

Resolution 2016-07 Motion was made by Trustee Albert, Seconded by Trustee Brunner to approve the training expenses for Tina and Cindy to attend The Auditor of State Local Government Training Conference March 22-24, 2016 in Columbus, Ohio. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; and Lange, yes. Motion Carried.

Aaron's Water Hauling Credit for Billing Error- John Tilton from Aaron's Trucking came into the office with his usage ledger to show he thought he was overbilled. Tina reviewed his information and noted that his old meter had not been working properly and was changed out with a new meter. The last reading recorded off the old meter was (4974700), which was not the same number that what John had on his ledger. Tina took a picture of the old meter and the reading that showed (4874700). The notation error resulted in the customer being overcharged by 100,000 gallons at a Bulk Rate of \$7.31/1,000 gallons.

Resolutions 2016-08 was motioned by Trustee Lange, Seconded by Trustee Albert to credit Aaron's Water Hauling a \$731.00 credit due to a meter reading error. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; and Lange, yes. Motion Carried.

Treasurer's Report

Bill Payments – Trustee Fowler reported that he has gone over all the bills. No questions or concerns.

Resolution 2016-09 was motioned by Trustee Fowler, Seconded by Trustee Lange to approve payment of the bills in the amount of \$14,943.53. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes and Lange, yes. Motion Carried.

Paying off 1 of the Road 2 Construction Loans (Loan #3960) – Tina received a payoff amount from OWDA for loan 3960 and the amount is \$125,282.00. However, she will verify this before issuing a check. After further discussion and agreeing that this would be one less fund to be tracked and audited:

Resolution 2016-10 was motioned by Trustee Fowler, Seconded by Trustee Lange to approve the payoff of the OWDA (Ohio Water Development Authority) Loan # 3960 in the amount of approximately \$125,282.00 Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes and Lange, yes. Motion Carried.

Inspector's Report - Tom is on vacation until February 19th.

New Business

Inquiry for New Build on Lee High Drive – Tina received a call from a lady who is considering purchasing vacant property on Lee High Drive. She wanted to know what fees from the Swancreek Water District they might have if they purchase the property. Tina gave her information for a tap fee and an equalization fee. She was assuming this would be handled as all the other projects were. Trustee Lange asked if it is even a buildable lot. Trustee Albert said he doesn't think the water main extends down to the end of the road. However, the house at the end on the south side of the road is connected. Trustee Lange asked Tina if she checked the Plat Map, she said no and that she can pull it up on the Auditor's Website, but the decision of whether it is a buildable lot, would be determined by Zoning and the Planning Commission.

CORD Conference

Trustee Lange asked Tina if she received his email regarding the upcoming CORD Annual Membership Meeting he thought was being held in March of this year in Bowling Green, OH. Tina will check her email and get back with the Trustees on the details.

Old Business

Johnson Trucking on Airport Hwy – A meeting has been scheduled on Friday, February 12th, 2016 with Larry Tucker, Trustee Kazmierczak, and persons from the Economic Development Group to discuss Johnson Trucking wants and needs. Trustee Brunner will be in attendance and updates will follow.

Water Board Position-The Township Trustees have scheduled interviews for the morning of Tuesday, February 16th, 2016 and in the afternoon of Thursday, February 18th, 2016. Trustee Brunner said he will be sitting in on the interviews.

Public Forum - No comments from the visitors that were present.

County Road 3, EF and Peaceful Valley Project

Executive Session to discuss Pending Litigation – At 6:58 p.m. **Motion** was made by Trustee Lange, seconded by Trustee Brunner to go into Executive Session to discuss pending litigation. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes and Lange, yes. Motion Carried.

At 7:30 p.m. **Motion** was made by Trustee Fowler, seconded by Trustee Lange to return to the regular meeting. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes and Lange, yes. Motion Carried.

Adjournment – At 7:31 p.m. Trustee Fowler moved to adjourn seconded by Trustee Brunner. Motion Carried.

Up Coming Meeting

The next two regular meetings are scheduled for Thursday, February 25, and March 10, 2016 @ 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Mark Fowler

Dale Brunner

Shawn Albert

Walt Lange – Secretary, Water District