

Swan Creek Water District

Record of Proceedings

Thursday, January 14, 2016

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

Roll call attendance showed the following Board members present: Mark Fowler, Shawn Albert and Walt Lange. Also present were Tina Whalen, Manager, Cindy Fowler, Office Assistant and Tom Shelley, Inspector. Visitors list attached. **Trustee Brunner was absent due to illness.**

Minutes Approval from Audit Committee Meeting on December 14th - Motion was made by Trustee Fowler, seconded by Trustee Albert, to accept the Audit Committee meeting minutes from December 14, 2015. Roll Call Vote: Lange, yes; Fowler, yes; and Albert, yes. Motion Carried.

Minutes Approval from Regular Meeting on December 29th - Motion was made by Trustee Lange, seconded by Trustee Albert, to approve the meeting minutes from December 29, 2015. Roll Call Vote: Fowler, yes; Lange, yes; and Albert, yes. Motion Carried.

Manager's Report

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

Resolution(s) 2015-50 thru 53 were reviewed and signed by the Board. Details of these resolutions are in the December 29th meeting minutes.

December 2015 Bank & Investment Statements were given to the Board for review and initial.

2016 Temporary Appropriations and Revenue Budgets were reviewed by the Board. After discussion:

Resolution 2016-01 was motioned by Trustee Fowler, seconded by Trustee Lange to approve the 2016 Temporary Appropriations and Revenues Budgets.

Roll Call Vote: Albert, yes; Fowler, yes; and Lange, yes. Motion Carried.

Purchase Orders were reviewed and initialed by the Board.

Resolution 2014-27 to change Advance to a Transfer per Auditor – Tina reported that UAN support was able to help her straighten out the fund balances that were incorrect because of an advance that was never paid back in 2014. She mentioned again that the Auditor from the State Auditor's office had recommended changing the original resolution from an advance to a transfer and transferring back any un-spent funds.

Resolution 2016-02 was motioned by Trustee Fowler, Seconded by Trustee Lange to change Resolution 2014-27 from an Advance to a Transfer of funds per recommendation from of the Auditor.

Roll Call Vote: Fowler, yes; Lange, yes and Albert, yes. Motion Carried.

Resolution 2016-03 was motioned by Trustee Fowler, Seconded by Trustee Albert to transfer the balance of \$9,725.97 from fund 5111 to the general fund 5101 per recommendation from the Auditor.

Roll Call Vote: Fowler, yes; Lange, yes and Albert, yes. Motion Carried.

Treasurer's Bond – Trustee Fowler was given the 2016 Treasurer's Bond to sign and his signature was witnessed by the Office Manager.

Treasurer's Report

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

Resolution 2016-04 was motioned by Trustee Fowler, Seconded by Trustee Lange to approve payment of the bills in the amount of \$18,489.26. Roll Call Vote: Albert, yes; Fowler, yes; and Lange, yes. Motion Carried.

Response from Attorney on Paying off 1 of the Road 2 Construction Loans (Loan #3960) – Tina reported that Bobbie O'Keefe said that the District can pay off one of the Road 2 Construction loans and not adjust the assessments as long as there is just one (1) assessment for the Road 2 Construction. Once the District can pay off all the debt for this project, then they can take the assessments off.

Trustee Lange asked what the advantages and disadvantages are of paying off the one loan. Trustee Fowler said that there is no break on the interest and that it would just eliminate another fund to track have audited and eliminate making payments twice a year. The Board will wait until the next meeting to make a decision.

Inspector's Report - Tom will be on vacation from January 19th until February 19th.

Trustee Fowler asked if the 2 properties that Tina has not been able to get a reading from their meter has called yet. Tina has mailed the property owners a letter to contact the Water Office or Tom but no contact has been made yet. Trustee Albert brought up the fact that their actual usage may be higher than what has been estimated and that might cause a problem when they receive a larger bill. Tina and Tom said that they have been contacted numerous times and are aware of the situation and should expect whatever the outcome is. Tina will be sending another letter out.

New Business

Tom Shelley's Contract Renewal – Tina reported that Tom's 2 year contract has expired. Tom said he is fine with his current rate of pay. After further discussion:

Resolution 2016-05 was motioned by Trustee Fowler, Seconded by Trustee Lange to approve the renewal of Tom's contract at the same pay rate for one year. Roll Call Vote: Albert, yes; Fowler, yes; and Lange, yes. Motion Carried.

Old Business

Johnson Trucking on Airport Hwy – Trustee Fowler reported he spoke with Scott Lumbrezer who had been working on getting some preliminary numbers ready for the Board. Township Trustee Kazmierczak had updated Tina that Johnson Trucking has been washing trucks. Trustee Lange felt it would be a good idea to make contact with Johnson Trucking and find out where they are getting their water from. They are only a mile from a Swancreek Water District Hydrant.

Regulations Review – no updates

Water Board Opening (120 days) – Trustee Lange reported that the Township Trustees decided to take applications and intend on appointing someone to fill the vacancy on the Swancreek Water Board before the 120 day deadline. They will be placing the job advertisement in the Key and the Fulton County Expositor. The deadline for applications will be February 1st, 2016. The Water Office will have applications as well, in case someone comes in while the Township office is closed.

Public Forum

Mr. Wagoner was questioning the petition/water main extension policies in the present and the past. He wanted clarification on what policy details were in place and when they may or may not have been adjusted. Tina did not recall any written policy prior to 2007. Trustee Fowler explained that O.R.C. (Ohio Revised Code 6119) doesn't require the Water District have a policy in place, but they do have to follow O.R.C. 6119. Mr. Wagoner asked the Board if this had a familiar ring to it- taxation without representation there are just no Tea Chests to throw into the Harbor. Trustee Lange said with regard to representation, that one has to trust the Township Trustees since they are the ones who appoint to the Water Board.

Executive Session to discuss Pending Litigation – Nothing New to Discuss

Adjournment – At 7:05 p.m. Trustee Lange moved to adjourn seconded by Trustee Fowler. Motion Carried.

Up Coming Meeting

The next two regular meetings are scheduled for Thursday, January 28, 2016 and February 11, 2016 @ 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Mark Fowler

Dale Brunner

Shawn Albert

Walt Lange – Secretary, Water District