

Swancreek Water District

Record of Proceeding July 12, 2018

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

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

Trustee Mitchell was absent, he was attending the Summer Quarterly Ohio Rural Water Association Meeting at Put-In-Bay.

Minutes approval from Special Meeting on June 28, 2018- Motion was made by Trustee Fowler, seconded by Trustee Albert, to approve the special meeting minutes from June 28, 2018.

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

Minutes approval from Regular Meeting on June 28, 2018- Motion was made by Trustee Fowler, seconded by Trustee Albert, to approve the regular meeting minutes from June 28, 2018.

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

Public Forum – No questions from public in attendance.

County Road 3 & EF West Project

Engineer Update/Construction Progress – Scott Lumbrezer, from Arcadis, discussed the progress that had been made on the project to date. He stated the project has reached Substantial Completion, and provided Tina with the necessary documentation for the District to sign.

Scott stated that the hydro-seeding has been done, and there are a few items left on the punch list to complete. Tina stated that Tom Lengvi came in on Friday, July 6th, and signed for a Hydrant Meter that they planned on using during hydro-seeding.

Scott provided Hydrant and Valve Maps for the district and for the Fire Department. He will work on an updated Distribution Map for the District.

Office Manager's Report

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

Resolutions 2018-40 and 41 were reviewed and signed by the Board. Details of these resolutions are in the June 28, 2018 meeting minutes.

Purchase Orders were reviewed and initialed by the Board.

June's Fund Activity Report was given to the Board's Treasurer, Mark Fowler for review.

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

Water Usage Report for July's Billing Cycle was reviewed by the Board .

Treasurer's Report

Bill Payments - After Trustee Fowler reported that, he has gone over all the bills:

Resolution 2018-42 was motioned by Trustee Fowler, seconded by Trustee Albert to approve payment of the bills in the amount of \$240,045.21. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes and Walker, yes. Motion Carried.

Trailer Park Debt – Trustee Fowler that Mike Files came in on Friday, June 29th and paid the balance due (\$3,330.23) which included late fees. The due date on the bill was Thursday, June 28th. Tina reported that monthly billing has started and their bill is \$1,570.71 (for June usage) and is due on Wednesday, July 25th.

Trustee Albert wanted to put an action plan together if their bill is not paid on time. Tina said late fees will be posted on Thursday, July 26th if the balance is not paid. A past due notice will be sent out on Friday, July 28th with a shut off date of August 17th. A letter will have to be given to each residence at the Trailer Park letting them know of the shut off date if the water bill does not get paid.

Bulk Sales Allocation – Trustee Fowler reported that all the advanced funds have been paid back to the general fund and informed the Board that they have received \$8,673.01 in bulk revenue this year so far. He feels comfortable with transferring this to the new preliminary project fund. After further discussion on bulk sales revenue.

Resolution 2018-43 was motioned by Trustee Walker, seconded by Trustee Albert to transfer all funds received from Bulk Sales in 2018 (\$8,673.01) from General Operating Fund #5101 to Preliminary Project Fund #5110. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes and Walker, yes. Motion Carried.

Resolution 2018-44 was motioned by Trustee Fowler, seconded by Trustee Albert to place all future bulk sales revenue into the Preliminary Project Fund #5110. Roll Call Vote: Albert, yes; Brunner, yes, Fowler, yes and Walker, yes. Motion Carried.

Water Board Trustees' Report

Trustee Mitchell is attending the ORWA (Ohio Rural Water Association) 2018 Summer Quarterly Meeting.

Trustee Brunner reported he attended the Fulton County Economic Development meeting recently held, and had nothing new to report.

Inspector's Report - Tom could not attend

New Business - None at this time.

Unfinished Business – None at this time.

Adjournment – At 7:25 p.m. Trustee Brunner moved to adjourn seconded by Trustee Albert. Motion Carried

Up Coming Meetings

The next two regular meetings are scheduled for July 26, and August 9, 2018 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Shawn Albert

Dale Brunner

Mark Fowler

Lennox Mitchell

Randy Walker, Board Secretary