

Swan Creek Water District Board

Regular Meeting Minutes

DATE	<u>May 9, 2019</u>
6:30 PM	<p>Trustee Albert Called the Meeting to Order</p> <p>Pledge of Allegiance</p> <p>Roll Call Attendance: All present with the exception of Dale Brunner and Tina Whalen. Also present were Tom Shelley and Cindy Fowler.</p> <p>MOTION was made by Trustee Albert, seconded by Trustee Fowler to approve the regular meeting minutes from April 25, 2019. Roll call was done and Motion carried unanimously.</p>
Public Forum	No public in attendance
Administrative	<p>Resolution(s) 2019 - 14 thru 16 were reviewed and signed by the Board. Details of these resolutions are in the April 25, 2019 meeting minutes.</p> <p>Fund Summary Report was given to the Board for review.</p> <p>Purchase Orders - none</p> <p>April's Bank and Investment Statements were reviewed and initialed by the Board.</p> <p>May's Billing and Usage Summary was given to the Board for review.</p>
Resolution for Payment of Bills	<p>Trustee Fowler reported that, he has gone over all the bills.</p> <p>Resolution 2019-17 was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve payment of the bills in the amount of \$17,159.90.</p> <p>Roll Call was done and with the exception of Trustee Brunner being absent, Motion carried unanimously.</p>
Water Board Trustees' Report(s)	<p>Trustee Mitchell discussed inviting Rural Community Assistant Partnership (RCAP) to a meeting to discuss loans and grants that might be available to the district. They will be in contact with Tina to schedule a visit possibly in June.</p> <p>Trustee Mitchell asked Tom if Dave's services tested the water when the new Hydrant was installed and if Tom was present. Tom said yes, he was present and Dave's did test the water at the time of installation.</p>
Inspector's Report	<p>Pride Plumbing & 4855 S. Fulton Lucas Road</p> <p>Mr. Hayes of 4855 S. Fulton-Lucas Road reported that he had very low water pressure and asked if anything could be done about it. Tom went to check his pressure reducing valve and turned it up which fixed the customer's issue. However, he discovered that the registered contractor, Mr. Murray of Pride Plumbing, had not installed a dual check valve and expansion tank when he put the service in.</p>

	<p>Tina sent Mr. Murray a certified letter, stating these issues had to be resolved and inspected by Tom before the end of May.</p> <p>Tom mentioned he could show the Board the districts meter pits which was mentioned at the last meeting. Both Trustee Mitchell and Trustee Walker expressed interest. Tom will contact Trustee Mitchell and Trustee Walker before going to the meter pits next time.</p>
Old Business	<p>County's Water Usage & Road 2 & 1-2 Master Meters- Trustee Albert and Tina are waiting on response from Scott Lumbrezer.</p> <p>Master meter (Attending May 23rd Meeting) Trustee Albert asked about the cost on the customer portal, if it was in additional cost or included in the quote the district was given. Trustee Albert liked the customer portal features, and feels if the cost is inclusive in the quote, it is a good deal. Cindy will forward his question to Tina.</p> <p>Badger Endpoints Changes & Options – No updates till the Meeting with Master Meter</p> <p>Asset Management Plan Mandated by the Ohio EPA – no updates at this time.</p> <ul style="list-style-type: none"> • Valve Exercising Program • Capital Improvement Plan (5, 10 & 15 Year) <p>The Board discussed the possibility of hiring a part-time assistant for the Inspector, Tom. They could help out with jobs such as changing out meters or exercising valves. Tom will speak to a few individuals he thinks might be good for the job, and update the Board on his findings.</p> <p>Trustee Albert discussed putting together a potential 4 year district plan for line items like meter change outs, and work in areas at a time. The Board discussed with Tom, variables for meter change outs such as average change out time, location of the meter and contacting customers.</p>
New Business	<p>Testing and Calibration of Master Meters (Tested on Tuesday, May 7th)</p> <p>The Board was informed that the three master meters were tested and calibrated on May 7, 2019 since they are required to be done annually by May 31st. Tina has not received the paperwork yet.</p> <p>Township Trustee Kazmierczak was present and reported that there will be a JEDD (Joint Economic Development District) meeting at the Township Building on Tuesday, May 14th at 7:00 PM. He said there are five entities invited to attend this meeting to discuss moving forward on developing a JEDD District: The Village of Delta, The Village of Swanton, Swancreek Township, Swancreek Water District as well as Fulton County Economic Development Corporations (FCEDC).</p> <p>Trustee Albert would like an email sent to Trustee Brunner to see if he is able to attend, since he has attended many of the previous meetings.</p>

Adjournment	At 7:30 PM, Motion was made by Trustee Fowler to adjourn, seconded by Trustee Walker. Motion carried unanimously.
Upcoming Meetings	Thursday, May 23, 2019 – Regular Meeting @ 6:30 PM Thursday, June 13, 2019 – Regular Meeting @ 6:30 PM

SWANCREEK WATER DISTRICT BOARD


Shawn Albert

Dale Brunner


Mark Fowler

Lennox Mitchell


Randy Walker, Board Secretary