

Swan Creek Water District Board


Regular Meeting Minutes

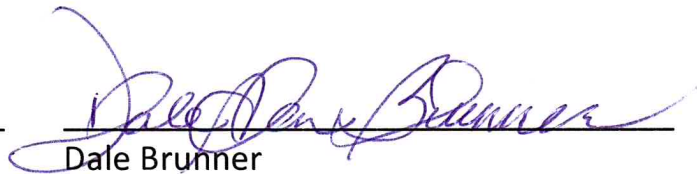
DATE	August 8, 2019
6:30 PM	<p>Trustee Albert called the Meeting to Order</p> <p>Pledge of Allegiance</p> <p>Roll Call Attendance: All Board members present. Also present were: Tina Whalen, Tom Shelley, Inspector and Cindy Fowler.</p> <p>MOTION was made by Trustee Fowler, seconded by Trustee Albert to approve the regular meeting minutes from July 25, 2019. Motion carried unanimously.</p>
Public Forum	No public in attendance
Administrative	<p>Resolution(s) 2019-25 was reviewed and signed by the Board. Details of this resolution are in the July 25, 2019 meeting minutes.</p> <p>Fund Summary Report was given to the Board for review. Tina reported that she received the 2nd half tax assessments from the Fulton County Auditor. She expressed her concern about not receiving the assessment money on the Trailer Park because if this continues, eventually there will not be enough funds to cover the loan payments on the Phase II project (Loan #3310). She will be reviewing this and will go over it with Trustee Fowler.</p> <p>State Audit – In progress & Engagement Letter - Tina reported that she has signed the Letter of Engagement for their 2017 & 2018 AUP Audit, which started on Monday, August 5, 2019. She read a few details from the engagement letter, which stated the total estimated cost of this audit is not to exceed \$2,993.00.</p> <p>July's Bank and Investment Statements were reviewed and initialed by the Board.</p> <p>August's Billing and Usage Summary was given to the Board for their review. Trustee Albert stated that he would like to see previous bulk sales to see if it increases or decreases. Tina said she would provide this information in a chart.</p>
Resolution for Payment of Bills	<p>Trustee Fowler reported that, he had reviewed the bills.</p> <p>Resolution 2019-26 was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve payment of the bills in the amount of \$18,393.23.</p> <p>Roll Call was done and Motion carried unanimously.</p>
Water Board Trustees' Report(s)	<p>Trustee Brunner asked Trustee Mitchell if he was able to attend the RCAP (Rural Community Assistant Partnership) meeting. Trustee Mitchell said it was an ORWA (Ohio Rural Water Association) meeting and the deadline had been missed and he did not get to attend.</p>

Inspector's Report	Tom had nothing new to report
Old Business	<p>New Master Meter Change Out Update (300 Units Delivered 8/7/2019) 300 complete units were delivered yesterday. Trustee Albert asked about the 150 retro-fit and Tina stated they have not been delivered yet. She will provide Tom with a list of all the meter pits so he can get started on the change outs. The meters are already programed and ready to be installed. The goal is to get all units installed by October 1st and have training begin on or close to October 1st.</p> <p>Asset Management Plan Mandated by the Ohio EPA</p> <ul style="list-style-type: none"> • Valve Exercising Program – (In Progress) • Capital Improvement Plan (5, 10 & 15 Year) – (In Progress) <p>County's Water Usage & Road 2 & 1-2 Master Meters (Ziad update) Tina updated the Board on recent conversation/email with Ziad Musallam. He reported to Tina that he had Commercial Water Works clean the screen at his pumping station and then recalibrate the meter. He is hoping that this will take care of the issue he has. Mr. Musallam also presented an option to have them bill the District on what they bill their customers instead of him estimating the County's usage. The Board stated they were not interested in this option.</p> <p>3137 US 20A – Extending Water Line (No Update)</p> <p>Trustee Albert would like a letter sent to the 11 residences near County Road 3 and US 20A to see if there is any need/interest in the water line being extended in that area.</p> <p>JEDD (Joint Economic Development District) Tina forwarded the JEDD Topics of Consideration form to the District's Attorney. The Attorney provided a list of concerns/questions regarding the form. The Board reviewed the information. Trustee Brunner would like everyone to be on the same page when they fill out the form and write down any questions they have. Trustee Fowler requested a conference call with the Attorney at the next meeting so that they can review their questions and discuss details of the Attorney's response.</p> <p>Long Driveways with Meters in Homes – (Waiting on Quote) Dave's Services quoted Tina \$900.00 each to install meter pits at the five long driveways. Tom said he could leave the regulator with the meter in the homes then they would not have to put a regulator in the pit. After further discussion: Resolution 2019-27 was motioned by Trustee Fowler, seconded by Trustee Walker to approve the expense of having Dave's Services install meter pits at the following locations: 4521 CR 1-2, 4826 CR 1-2, 4889 CR 1, 4927 CR 1, 5335 S. Fulton- Lucas, not to exceed \$5,000. Roll Call was done and Motion carried unanimously.</p>
New Business	No new business at this time.

Adjournment	At 7:21 P.M., Motion was made by Trustee Albert to adjourn, seconded by Trustee Fowler. Motion carried unanimously
Upcoming Meetings	Thursday, August 22, 2019 – Regular Meeting @ 6:30 PM Thursday, September 12, 2019 – Regular Meeting @ 6:30 PM

SWANCREEK WATER DISTRICT BOARD


Shawn Albert


Dale Brunner


Mark Fowler


Lennox Mitchell

Randy Walker, Board Secretary