

# Swan Creek Water District Board

## Regular Meeting Minutes

DATE	August 22, 2019
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 Randy Walker Also present were Tina Whalen and Tom Shelley, Inspector.</p> <p><b>MOTION</b> was made by Trustee Fowler, seconded by Trustee Brunner to approve the regular meeting minutes from August 8, 2019. Motion carried unanimously.</p>
<b>Public Forum</b>	No public in attendance
<b>Administrative</b>	<p><b>Resolution(s) 2019-26 and 27</b> were reviewed and signed by the Board. Details of these resolutions are in the August 8, 2019 meeting minutes.</p> <p><b>Fund Summary Report</b> was given to the Board for review.</p> <p><b>State Audit</b> – Tina updated the Board on the progress of their State Audit. The Auditor is done working at the building. Any other items needed, will be handled electronically. She is currently working on providing him with information on randomly picked accounts and adjustments.</p>
<b>Resolution for Payment of Bills</b>	<p>Trustee Fowler reported that, he has reviewed the bills.</p> <p><b>Resolution 2019-28</b> was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve payment of the bills in the amount of \$1,416.29</p> <p>Roll Call was done and Motion carried unanimously.</p> <p>Trustee Brunner asked if the check for Bobbie O'Keefe was for legal fees related to JEDD. Tina reviewed the bill that was attached to the check and said that it appeared that the total amount on that invoice was for JEDD.</p>
<b>Water Board Trustees' Report(s)</b>	<p>Trustee Fowler updated the Board on his recent conversation with Char Lee, Fulton County Treasurer regarding the Trailer Park. She received a message from Barb Files of Midnight Properties stating that their home has been sold, pending an inspection and that they should be able to catch up on their taxes soon.</p> <p>The Board discussed how they were going to handle a shut-off situation should Midnight Properties not pay their July's Water Bill. Tina said that she had pulled up Bobbie's legal opinion on shutting water off at the trailer park and stated that certain procedures need to be followed. It's not the same as shutting off a single family residency. She will email the Board the information that was provided.</p>
<b>Inspector's Report</b>	Tom had nothing new to report
<b>Old Business</b>	<p><b>New Master Meter Change Out Update (See Attached)</b></p> <p>Tina provided the Board with a Progress Report as of August 22, 2019, including other important notes. Tom has changed out 80 units that are in meter pits. Tina stated the change out process has been going very well so far.</p>

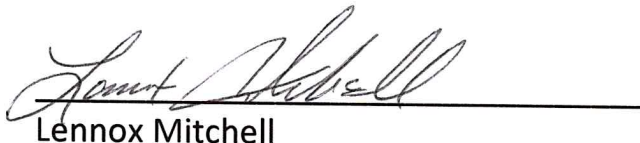
	<p>Tina asked Tom to make sure that enough retro fit heads be pulled aside for the number of new Badger meters that are in stock.</p> <p><b>Asset Management Plan Mandated by the Ohio EPA</b></p> <ul style="list-style-type: none"> <li>Valve Exercising Program – (In Progress)</li> <li>Capital Improvement Plan (5, 10 &amp; 15 Year) – (In Progress)</li> </ul> <p><b>County's Water Usage &amp; Road 2 &amp; 1-2 Master Meters</b> (no updates)</p> <p><b>3137 US 20A – Extending Water Line</b> (No Update)</p> <p><b>JEDD (Joint Economic Development District)</b> – No updates at this time.</p> <p><b>Long Driveways with Meters in Homes</b> – (Scheduled) Tina reported to the Board that the OUPS Tickets have been issued for this work by Dave's Services. He should be starting the installation of the new meter pits next week. Cindy will contact the customers affected to let them know of the work that will be done in the near future.</p> <p><b>Bulk Sales Chart</b> – Tina did not have time to put this together but will have it for the next meeting.</p> <p>Trustee Brunner asked if the training for the new system has been scheduled. Tina said the training has been scheduled for October 1<sup>st</sup> and 2<sup>nd</sup> and that the information is on the update sheet she gave them.</p>
<b>New Business</b>	No new business at this time.
<b>Adjournment</b>	At 7:25 P.M., Motion was made by Trustee Albert to adjourn, seconded by Trustee Brunner. Motion carried unanimously
<b>Upcoming Meetings</b>	Thursday, September 12, 2019 – Regular Meeting @ 6:30 PM Thursday, September 26, 2019 – Regular Meeting @ 6:30 PM

### SWANCREEK WATER DISTRICT BOARD

  
Shawn Albert

  
Dale Brunner

  
Mark Fowler

  
Lennox Mitchell

  
Randy Walker, Board Secretary