

# Swan Creek Water District Board

## Teleconference Meeting Minutes

DATE	June 25, 2020
6:30 PM	<p>Trustee Albert called the Meeting to Order</p> <p>Roll Call Attendance: All Board members were present on the Teleconference Meeting, with the exception of Randy Walker. Also present were Tina Whalen and Cindy Fowler.</p> <p>Dale Brunner's term expired on June 17, 2020. - We would like to thank him for his dedication to the Water District and Township.</p> <p>Motion was made by Trustee Mitchell, seconded by Trustee Fowler to approve the regular meeting minutes from June 11, 2020. Motion carried unanimously. Minutes will be signed at a later date.</p>
Public Forum	No public called into the Teleconference Meeting
Administrative	<p><b>Resolution(s) 2020-18</b> will be reviewed and signed by the Board at a later date. Details of this resolution can be found in the June 11, 2020 meeting minutes</p> <p><b>Fund Summary Report</b> was e-mailed to the Board for review.</p> <p><b>Water Loss Report</b> was e-mailed to the Board for review. It appears that a water loss started in 2019 and has continued into 2020. Tina wants to review some other items such as flushing reports, testing reports from Swanton Fire Department and the Township's usage when they fill up their vac truck for flushing tile.</p> <p>Tina reported that due to the increase in population served in District 2, she has to secure another test site, which Cindy has done for her. Two additional back-up sites have to be secured in case of a sample failure.</p> <p><b>Office Cleaning</b> Tina reported that the Township is needing someone to clean the Office Building. She is willing to come in on her day off and do the cleaning. Trustee Mitchell mentioned at the Township meeting that Natalie (Township Zoning Inspector) was scheduled to take over the cleaning. Tina said that Natalie has since decided she is not able to do the office cleaning. The Township would pay her and the Water District would still share in the cost as they did when Tiffany was doing it.</p> <p><b>Insurance</b> - Trustee Mitchell asked if they were going to talk about Insurance. Tina reported that she has not received the proposal yet. She knows with the Covid-19 the underwriters are backlogged. The Insurance Company is supposed to have a proposal ready prior to the next meeting.</p>

<p><b>Treasurer</b></p>	<p><b>Resolution for Payment of Bills</b> – Trustee Fowler reported that he has reviewed the bills and had no issues. Tina reported that the majority of the bills are for OWDA semi-annual loan payments.</p> <p><b>Resolution 2020-19</b> was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve payment of the bills in the amount of \$110,621.31. Roll Call was done and Motion carried unanimously.</p> <p><b>Trailer Park Status</b> – Tina reported that the Trailer Park is past due on their water bill.</p> <p>The due date was June 22<sup>nd</sup> and their balance is \$1,484.34 which includes a late fee of \$134.94. A past due notice will be sent out on Friday, June 26<sup>th</sup>.</p> <p>The first notice will have a disconnection date of July 13, 2020. If no payment is received, notices will have to be posted on the trailers as well as sent to the owners on either Tuesday, July 14<sup>th</sup> or Wednesday, July 15<sup>th</sup> and will have a final shut-off date of Friday, July 24<sup>th</sup>.</p>
<p><b>Water Board Trustees' Report(s)</b></p>	<p>Trustee Fowler asked Tina if Jason Jordan (or his mom) has contacted her. Tina said she has not heard from the Jordan's and she thought they were going to call her back after they checked the closing document disclosures.</p> <p>Trustee Fowler said he would like to contact the District's Attorney to ask a few questions. Tina suggested a Conference call and will follow up with Trustee Fowler next week.</p>
<p><b>Inspector's Report</b></p>	<p>Tom wanted to discuss hydrant meters. Tina said it was next under old business.</p>
<p><b>Old Business</b></p>	<p><b>Hydrant Meters</b> – Tina reported that Tom currently has one of the two new Hydrant Meters and one of the old ones has been returned. Tom inspected the Hydrant Meter that Aaron's returned and it needs all new parts which is not worth rebuilding. Tom is wondering if the wear and tear on the meters is due to the speed in which they are filling their tanks and how many times a day.</p> <p>Tina said she this is the second meter that Aaron's has exchanged and she didn't feel it was right for the District to absorb the cost of replacing them. She would like to check with other entities to see what their practice is. Tom suggested a price increase on the water rate to Aarons to offset the meter cost.</p> <p>Trustee Fowler asked if they could see how many gallons has been sold to Aarons to see how much money has been made compared to the cost of the hydrant meters. Tina said she will look at the history and report back.</p> <p>Trustee Mitchell suggested increasing the deposit of the hydrant meter to match the cost of replacement. Tina said she agreed, but it doesn't do any good if the District is going to continue replacing them as the cost of doing business.</p> <p><b>Dale's Term was up on June 17<sup>th</sup>, 2020.</b> Dale told Tina he will drop off his key to the office.</p>

	REMINDER – Beginning July 9, 2020 Meetings will resume at the Township and not via Teleconference. Cloth Masks are available for the Board and Employees which were provided Free to the district from Ohio Warn thru Ohio EPA.
<b>New Business</b>	No new business at this time.
<b>Motion for Adjournment</b>	At 7:00 P.M., Motion was made by Trustee Fowler to adjourn, seconded by Trustee Albert. Motion carried unanimously.
<b>Upcoming Meetings</b>	The next two regular meetings are scheduled for: Thursday, July 9, and July 23, 2020 at 6:30 pm.

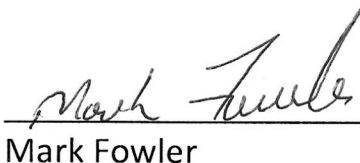
### SWANCREEK WATER DISTRICT BOARD



Shawn Albert



Lennox Mitchell



Mark Fowler

Randy Walker, Board Secretary