

Swan Creek Water District Board

Regular Meeting Minutes

DATE	July 23, 2020
6:30 PM	<p>Trustee Albert called the Meeting to Order</p> <p>Pledge of Allegiance</p> <p>Roll Call Attendance: All Board members were present. Also present were Tina Whalen, Cindy Fowler and Tom Shelly, Inspector</p> <p>Motion was made by Trustee Fowler, seconded by Trustee Walker to approve the regular meeting minutes from July 9, 2020. Motion carried unanimously.</p>
Public Forum	No public in attendance
Administrative	<p>Resolution(s) 2020-20 and 21 were reviewed and signed by the Board. Details of these resolutions can be found in the July 9, 2020 meeting minutes.</p> <p>Purchase Orders were reviewed and initialed by the Board.</p> <p>Fund Summary Report was given to the Board for review.</p> <p>Selling Badger Encoders/RTR's to County Tina informed the Board that she found 5 new Badger Encoders/RTR's that they no longer use. Since Fulton County Public Utilities' uses them, she asked Ziad if he wanted to purchase them. Ziad said he was interested in purchasing them at the District's cost of \$151.21 each.</p> <p>Schedule Meeting with Treasurer and Treasurer in Training to go over (2021 Budget, Rates, Etc.) Tina mentioned she would like to schedule a meeting in the near future to discuss financial information with Trustee Fowler and Trustee Mitchell. They both were in agreeance for a meeting.</p>
Treasurer	<p>Resolution for Payment of Bills – Trustee Fowler reported that he has reviewed the bills and had no issues. Resolution 2020-22 was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve payment of the bills in the amount of \$4,887.89. Roll Call was done and Motion carried unanimously.</p> <p>Trailer Park Status – (Past Due Balance \$1,178.67 + \$117.87 Late Charge – Total Balance \$1,296.54 – 1ST past due notice was sent out with an 8-5-20 deadline.</p> <p>The Board discussed the timeline and procedure if the trailer park does not pay on or before August 5th. Another notice would have to be mailed out to the owners and notices posted on the trailers with a shut off date of August 17, 2020.</p> <p>Trustee Fowler/Tina updated the Board on their conference call with the District's Attorney, Bobbie O'Keefe regarding some questions with the trailer park and if they could charge them a large deposit should they ever get turned off.</p>

	<p>Whatever was decided would have to be in the District's Deposit, Fee and Charge Schedule. A policy could be for Multi-Dwelling units and not single family homes.</p>
<p>Water Board Trustees' Report(s)</p>	<p>Lenny- City of Toledo Agreement with Fulton County Status</p> <p>Trustee Mitchell asked Tina if there was an update from Ziad on the agreement the County was going to enter into with other entities and the City of Toledo. In November of 2019 Ziad Musallam (Fulton County Sanitary Engineer) attended a water meeting and stated at that time that the County Prosecutor was reviewing the contract agreement with the City of Toledo.</p> <p>Tina said she thought that this agreement would not affect the agreement that the District has with the County and there were no initial rate increases. As soon as she receives a response from Ziad, she will forward it to Trustee Mitchell.</p>
<p>Inspector's Report</p>	<p>5565 County Road 1-2 New Build – Tom reported that he discovered a contractor working on installing the water line at this new build and were not on the District's registered contractor list. He stopped and spoke to the owner of Beaverson Trucking and informed him that since they are not a registered contractor, they would have to stay 10' from the curb stop. Tom inspected the work that had been done to that point, and the trench was then backfilled.</p> <p>Tina spoke to Beaverson Trucking and they plan on doing what needs to be done to get onto the registered contractor list. She said he was very apologetic. He is not from around here and did not know about the regulations.</p>
<p>Old Business</p>	<p>Scrapping Badger Meter from Change Outs - On July 20th Tom delivered the old scrap Badger Meters to Metal X. It was around 1,200 lbs. and a check will be mailed to the District.</p> <p>Water Loss Update & County Estimating Usage - Tina is still working on this issue with the County who is still estimating their water usage when subtracting it from the District's bill.</p> <p>Ziad recently told her that he hopes to have a resolve soon right after Commercial Water Works does the testing and calibrating of their meter. She asked him exactly why he continues to estimate their usage and he said according to the District's master meter readings and the NEWS master meter readings, the numbers are unrealistic. She feels some of their usage is also being pulled from CR 1-2's master meter as well as the CR 2 master meter.</p> <p>Trustee Albert asked Tina to find out when Commercial Water Works is scheduled to perform the testing and calibration. Tom is to start reading the County's master meters once a month as well as all three of the Districts' master meters</p> <p>Trustee Walker said he notices standing water CR J and CR 3 and wonders if the County has a leak there. He asked Tom if when he was in the area, he could check to see if there is chlorine in the water. This would determine if there is a leak.</p> <p>Jason Jordan LC Trunk Cap Fee (5109 S. Fulton – Lucas) - The Board reviewed the issue with the trunk capacity fee at this property, which was sold in June. There is also a signed promissory note signed by the previous owner, Jason Jordan that is not transferable to the new home owner.</p>

	<p>Tina has already sent the final bill to him and has had conversations with his mother who has called. Trustee Fowler and Tina spoke to Bobbie O'Keefe, the District's attorney and said the best thing to do if he refuses to pay, is to file a small claims through the courts.</p> <p>Trustee Albert would like Tina to send Mr. Jordan a letter giving him a deadline to either pay the balance or contact the office to set up a payment plan. She no longer needs to speak to his mother. All communications is to be with Mr. Jordan. If he does not respond the Board is willing to file a small claims case.</p>
New Business	No new business at this time
Motion for Adjournment	At 7:17 P.M., Motion was made by Trustee Fowler to adjourn, seconded by Trustee Walker. Motion carried unanimously.
Upcoming Meetings	The next two regular meetings are scheduled for: Thursday, August 13, and August 27, 2020 at 6:30 pm.

SWANCREEK WATER DISTRICT BOARD


Shawn Albert


Brad Yunker


Mark Fowler

Lennox Mitchell


Randy Walker, Board Secretary