

Swan Creek Water District Board


Regular Meeting Minutes

DATE	July 9, 2020
6:30 PM	<p>Trustee Albert called the Meeting to Order</p> <p>Pledge of Allegiance</p> <p>Brad Yunker was welcomed to the Board. He was recently appointed by the Township Trustees after Dale Brunner decided not to be re-appointed.</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 Mitchell to approve the regular meeting minutes from June 25, 2020. Motion carried unanimously with Trustee Yunker abstaining.</p>
Public Forum	No public in attendance
Administrative	<p>Resolution(s) 2020-19 was reviewed and signed by the Board. Details of this resolution can be found in the June 25, 2020 meeting minutes.</p> <p>Fund Summary Report was given to the Board for review.</p> <p>Transfer in June from Star Plus to Star Ohio - Tina reported that she transferred \$300,000.00 from Star Plus to Star Ohio since the interest rate was higher.</p> <p>June's Bank and Investment Statements were reviewed and initialed by the Board</p> <p>July's Water Usage/Billing Summary (Cycle 2 Only) was reviewed by the Board.</p> <p>Insurance Renewal was discussed by the Board. Trustee Walker questioned the 7% increase of (\$346.00). Tina said she asked Conrad Beck about some of the coverage items that do not apply to the District and he told her that they are standard and removing them would not reduce the premium.</p> <p>Trustee Albert said that he would like to get quotes for next year's renewal. This should be started a few months before the policy's expiration date.</p> <p>Resolution 2020-20 was motioned by Trustee Fowler, seconded by Trustee Walker to approve the renewal of Ohio Plan Insurance policy through V.S. Beck Insurance in the amount of \$4,618. Roll Call was done Motion carried unanimously.</p> <p>Master Meters Annual Inspection and Calibrations have been completed. The results were read by Tina to the Board. Discussion was had on the results.</p> <p>Bank Signature Cards – Tina will get the Board new signature cards, which needs to be done each time a new Board member is appointed. Trustee Yunker cannot sign checks until he is added to the account.</p>

Treasurer	<p>Resolution for Payment of Bills – Trustee Fowler reported that he has reviewed the bills and had no issues. Resolution 2020-21 was motioned by Trustee Mitchell, seconded by Trustee Fowler to approve payment of the bills in the amount of \$31,220.82. Roll Call was done and Motion carried unanimously.</p> <p>Trailer Park Status – (Paid June's Bill \$1,484.34 - Balance of \$ 1,178.67, Due 7-20) Tina updated the Board on the current status of the Trailer Parks bill</p>
Water Board Trustees' Report(s)	<p>Board Reorganization – Trustee Albert asked about Board positions since Dale is no longer on the Board. Tina said they could appoint one of the Board members to fill the VP spot that Dale had and then reorganize at the beginning of next year. Motion was made by Trustee Albert, seconded by Trustee Fowler to appoint Trustee Yunker to fill the vacant Vice President position until the end of the year. Roll call was done and Motion carried unanimously with Trustee Yunker abstaining.</p>
Inspector's Report	<p>Tom reported that Doug Keil contacted him on July 5th requesting a hydrant meter. He went and hooked up one of the district's new meters on CR 3 north of US 20A.</p> <p>Tom also reported that a new tap will be installed on CR 1-2 and another new service installation on CR EF.</p> <p>Tom suggested that the Board have a policy for those who request a larger tap. He feels these larger meters should be considered "Commercial" and have a commercial water rate.</p> <p>Trustee Albert asked how many new meters are currently on hand. Tom said he had a couple in his van and Tina said that there are probably around 10 left after the new services are installed. Jeff Ferguson came in to pick up the meter that Tom changed out due to it reading the same since it was installed.</p> <p>Trustee Mitchell asked Tom if he figured out what was plugging the pipes at 6767 Rd. 2. Tom wasn't sure what he was talking about. Tina said they can check to see if they have notes listed for this property.</p>
Old Business	<p>Key Fobs for Township Buildings – Tina provided the Board as well as Tom and Cindy with an envelope to choose a 4-digit code of their choice if they were interested in a key fob for the building. The codes will be given the Township Administrator who will program the key fobs.</p> <p>Water Loss Updated- No Updates at this Time – Tina is still working on this. Trustee Walker asked why the County is still estimating their usage when they have a master meter. Tina said she will be talking to Ziad again about this issue now that all the master meters have been tested and calibrated again.</p> <p>The issue with the higher usage at the CR 1-2 master meter has not been resolved yet. Tom feels the surge of water when the County's pump kick in might be a factor in the wear and tear of the meter.</p> <p>Trustee Albert asked Tom to start reading all the Master Meters at the beginning of each month. Tom stated he will need Ziad to show him how to read their Master Meters. Tina will contact Ziad about showing Tom how to read the County's meter.</p> <p>The Board discussed having Master Meter and Ferguson come in to look at options for the Districts master meters. It may be time to change those out as well. Tina will reach out to them to see if they could possibly come to a meeting to discuss this.</p>

New Business	No new business at this time
Motion for Adjournment	At 7:15 P.M., Motion was made by Trustee Albert to adjourn, seconded by Trustee Fowler. Motion carried unanimously.
Upcoming Meetings	The next two regular meetings are scheduled for: Thursday, July 23, and August 13, 2020 at 6:30 pm.

SWANCREEK WATER DISTRICT BOARD


Shawn Albert


Lennox Mitchell


Mark Fowler


Brad Yunker


Randy Walker, Board Secretary