

Swan Creek Water District Board Meeting Minutes

DATE	March 25, 2021
6:30 PM Minutes Approval	<p>Trustee Albert called the Meeting to Order</p> <p>Pledge of Allegiance</p> <p>Roll Call Attendance: All Board members were present for this meeting. Also present were Tina Whalen, Tom Shelley, Cindy Fowler and SCWD's new employee, Kim Crouch.</p> <p>Motion was made by Trustee Fowler, seconded by Trustee Walker to approve the regular meeting minutes from March 11, 2021. Motion carried unanimously.</p>
Public Forum	No public in attendance
Administrative	<p>Resolution(s) 2021-08 was signed by the Board. Details of this resolution can be found in the March 11, 2021 meeting minutes.</p> <p>Purchase Orders were initialed by the Board.</p> <p>Fund Summary Report was provided to the Board for review. Tina reported to Trustee Albert that the report shows the \$8,000 transfer from fund 5110 to 5109.</p> <p>Trustee Mitchell asked if the non-interest-bearing account for the contractor cash bonds has had activity to avoid the no activity fee. Tina said she will take care of it and that she believes that some sort of activity has to be done once a year to avoid the \$5 non-activity fee.</p> <p>Request from Alex Schipkowski re: Trailer Park Assessment Payoff Tina told the Board that Alex Schipkowski is purchasing the Forrest Mobile Home Park and asked if the remaining balance of the assessment could be reduced if he paid it off when he closes on the purchase. It was agreed that a discount isn't an option due to the pre-pay window was closed 30 days after the final assessment letter was sent out. The district still has to make the loan payments with interest.</p> <p>Trustee Mitchell asked if the backflow device was tested at the Trailer Park yet. Tina said it was tested but not yet invoiced from Bob Dick's Plumbing.</p>
Treasurer	<p>Resolution for Payment of Bills – Trustee Mitchell reported that he has reviewed the bills they are proper and in order.</p> <p>Resolution 2021-09 was motioned by Trustee Mitchell, seconded by Trustee Fowler to approve payment of the bills in the amount of \$1,647.15.</p> <p>Roll Call was done and Motion carried unanimously.</p>
Water Board Trustees' Report(s)	<p>Trustee Mitchell reported that he spoke with Sandy Kessler from RCAP. He asked if she has contacted the office. Tina stated there has been no contact to the office. Trustee Albert asked if she mentioned any grant money that may be available. Trustee Mitchell said he was told there was grant money available, but he didn't have any details on the requirements. Ms. Kessler wants to get some more information before she attends a Board meeting.</p>

<p>Inspector's Report</p>	<p>Valve Exerciser Demo & Quote</p> <p>Tom reported that he and Trustee Walker attended the demonstration of the valve exerciser. Trustee Walker said the valve exerciser would benefit Tom, due to the number of turns required for each valve and how many valves that need exercised annually.</p> <p>A quote from Utility Solutions was reviewed by the Board. There are a few items on the quote that Tom said are not needed. After further discussion:</p> <p>Resolution 2021-10 was motioned by Trustee Fowler, seconded by Trustee Mitchell to approve the expense of \$5,908 for the purchase of a battery operated valve exerciser and accessories to be appropriated from the general operating fund (5101) Roll Call was done and Motion Carried.</p> <p>Tom informed the Board that a resident who purchased the property at 5041 CR 1, was asking about getting access to the water that was previously hooked up. The property had water service prior to the dwelling burning down several years ago.</p> <p>Since there was some information shared that led Tom to believe the current owner could turn the service on himself, he would like to purchase a lock for the curb box, to keep any unauthorized person from turning on the water. Trustee Albert said to order two of these lock boxes.</p>
<p>Old Business</p>	<p>EPA Contract Operators – Ziad will not be available till August should the Board wish to have him as the District's contract operator.</p> <p>Trustee Walker was able to make contact with Matt Ross who works for CWS Environmental Services out of Bowling Green. They currently have four Class 1 operators and are interested in putting a bid package together for the District, but needs more information. Trustee Walker asked Tina to send him more information on the specifics.</p> <p>New Master Meters & Check Valves in CR 2 & 1-2 Pits – Road 2 is done and still waiting on the replacement meter for Road 1-2. The last time Tina checked; it was still 6 weeks out.</p> <p>Tom has the remotes to mount outside the pits, but has some questions for Jeff from Ferguson.</p>
<p>New Business</p>	<p>Quote from Arcadis for Rd E Watermain Extension to Combine Districts</p> <p>The Board reviewed a quote from Arcadis. Trustee Albert would like to proceed with getting this project engineered so that the District could apply for any available grant money with project ready plans.</p> <p>Trustee Fowler thought a resolution of necessity would be needed to proceed just in case the project went to construction and they decided to do assessments. Tina stated that they would first need to pass a resolution authorizing the engineering and she will check with Bobbie to confirm the specifics.</p> <p>After further discussion:</p> <p>Resolution 2021-11 was motioned by Trustee Albert, seconded by Trustee Yunker to authorize the expense of \$64,900 for Arcadis to engineer the CR E Water Main Extension Project to be appropriated out of the capital improvement fund (5104). Roll Call was done and Motion carried unanimously.</p>

	Resolution of 2021-12 was motioned by Trustee Walker, seconded by Trustee Albert to pass a resolution of necessity for the CR E Water Main Extension Project. Roll call was done and Motion carried unanimously.
Motion for Adjournment	At 7:17 P.M., Motion was made by Trustee Albert to adjourn, seconded by Trustee Fowler. Motion carried unanimously.
Upcoming Meetings	Next two Regular Meetings are: April 8, and April 22, 2021 @ 6:30 PM

SWANCREEK WATER DISTRICT BOARD


Shawn Albert

Brad Yunker


Mark Fowler


Lennox Mitchell

Randy Walker, Board Secretary