

# Swan Creek Water District

Record of Proceedings

March 5, 2008

The meeting began with The Pledge of Allegiance at 6:30 p.m.

Roll call attendance showed the following Board members present: David Schultz, Walt Lange and Mark Fowler. Trustee Kazmierczak was out of town and Trustee Westmark was ill. Also present was, Tom Shelley, Inspector and Tina Whalen, Manager. Visitors included: Alan Raven, Ron Holdeman and Jim Leu. Visitor List Attached

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Fowler, to approve the minutes from February 20, 2008. Roll Call Vote: Schultz, yes; Lange, yes; and Fowler, yes. Motion Carried

## Manager's Report

**Cash Summary by Fund Report** was given to the Board for review.

**Resolutions** 2008-12 thru 2008-13 were presented and signed by the Board. The details of these resolutions are noted in the February 20<sup>th</sup> minutes.

**Purchase Orders** were reviewed and signed by the Board.

**State Auditor's Training Conference** – Tina reported this conference will be held on March 26, 27, and 28 and that they are offering the mandatory training for the new public records law. After discussion:

**Resolution 2008-14** was motioned by Trustee Lange, seconded by Trustee Fowler to authorize Tina Whalen to attend the State Auditor's training conference and to approve the expenses not to exceed \$600.00. Roll Call Vote: Schultz, yes; Lange, yes; and Fowler, yes. Motion Carried

**Fax Line Termination** – Tina reported that she had the fax line disconnected and the fax number is now the same as the phone number. The device that was purchased (the stick) routes the fax calls to the fax machine.

**News Letter with Township** – Tina reported that the Township might be interested in doing a newsletter with the Water District and then splitting the cost. The Board did not have a problem with this. However further discussion with the Trustees will be needed and there could be some confusion with the residents with the fact that the Township and Water District are two separate entities.

**Training Class in Archbold** – Tina reported that she and Tom will be attending a free meter training class in Archbold on March 6<sup>th</sup>. They will be receiving 3 contact hours for attending this class.

## Treasurer's Report

**Bill Payments** – After review of the bills,

**Resolutions 2008-15** was motioned by Trustee Lange, seconded by Trustee Schultz to approve payment of the bills in the amount of \$2,778.42. Roll Call Vote: Fowler, yes; Lange, yes; and Schultz, yes. Motion Carried

## Inspector's Report/Concerns

**Area of Concern on CR F East of 1-2** – Tom reported that there is an area of ground that he is concerned about. It is on County Road F east of County Road 1-2 at the hill. The area is soft, wet and when there is snow on the ground this area seems to not have snow on it. Tom said he has probed the ground and even took a water sample and did not see any traces of chlorine in it. Trustee Fowler said that he will help Tom check this out when the weather clears up.

Tom also, reported that he had to replace the sump pump in the Road 2 Master Meter pit. The pump was still under warranty.

Tom will be on vacation from March 10<sup>th</sup> till March 17<sup>th</sup>.

**Old Business**

**NE Fulton County Water Project**

The next NEFC meeting will be on March 11<sup>th</sup>. Trustee Lange said he read the minutes from the last NEFC meeting and did not see anything about the line hooking up to SCWD's line on CR 3. Nothing is definite yet.

**CR 1-2 Bridge Replacement and Road Widening Project** – Tina reported that S & S Boring plans on moving the water main by the end of the month.

**New Business** - None

**Public Forum** - None

**Adjournment** – At 7:05m. Trustee Lange, moved to adjourn seconded by Trustee Fowler.  
Roll call vote: Schultz, yes; Lange, yes; and Fowler, yes. Motion Carried.

**Meetings**

- Next two regular meeting will be held on Wednesday, March 19<sup>th</sup> and April 2, 2008 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

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Walter Lange  
Secretary, District Board