

# Swan creek Water District

Record of Proceedings

February 6, 2008

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

Roll call attendance showed the following Board members present: Bob Westmark, Rick Kazmierczak, David Schultz, Mark Fowler, and Walt Lange. Also present was, Tina Whalen, Manager. Visitors included: Alan Raven Dawn Wheatly, Township Fiscal Officer and Township Trustees, Jim Leu and Phil Wiland. Visitor List Attached

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Fowler, to approve the minutes from January 23, 2008. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Westmark, yes; Lange, yes; and Fowler, yes. Motion Carried

## Manager's Report

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

**January Fund Ledger** was given to the Board's Treasurer, Bob Westmark.

**Resolutions** 2008-06 thru 2008-08 were presented and signed by the Board. The details of these resolutions are noted in the January 23<sup>rd</sup> minutes.

**Purchase Orders** - None

**Treasurer's Bond** - Trustee Westmark signed his bond.

**Public Records Policy** – Tina asked the Board if they all reviewed the draft of the Public Records Policy that has already been approved by the District's Attorney, Bobbie O'Keefe. This policy is a combination of a sample that Mrs. O'Keefe presented from the State Auditor and the Townships. All Board Members said they reviewed it and had no changes to the final draft.

**Resolution 2008-09** was motioned by Trustee Lange, seconded by Trustee Westmark to adopt the Public Records Policy. Roll Call Vote: Kazmierczak, yes; Fowler, yes; Schultz, yes; Lange, yes; and Westmark, yes. Motion Carried

**Revised Deposit, Fee and Charge Schedule** – Tina presented the Board with a revised Deposit, Fee and Charge Schedule. This reflects the increased water rates and the change of the copy charge from \$0.10 to \$.05. After review:

**Resolution 2008-10** was motioned by Trustee Westmark, seconded by Trustee Lange to approve the Revised Deposit, Fee and Charge Schedule. Roll Call Vote: Schultz, yes; Fowler, yes; Kazmierczak, yes; Westmark, yes; and Lange, yes. Motion Carried

## Treasurer's Report

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

**Resolutions 2008-11** was motioned by Trustee Westmark, seconded by Trustee Fowler to approve payment of the bills in the amount of \$2,760.34. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Lange, yes; Fowler, yes; and Westmark. Motion Carried

Jim Leu, Phil Wiland and Dawn Wheatley left the meeting at 6:50 p.m.

**Inspector's Report/Concerns** – Tom Shelley was absent, but did inform Tina that the Road 2 Master Meter Pit Pump has been wired and is working. This job is done and we should be receiving the bill from Absolute Electrical Solutions (AES).

**Old Business**

**NE Fulton County Water Project**

Metamora has invited the District to a meeting on Saturday, February 9<sup>th</sup> at 9:00 a.m. to discuss the pros and cons of setting up a water district. Trustees, Westmark, Fowler and Kazmierczak will try to attend.

The County has invited the District to a meeting on Tuesday, February 12<sup>th</sup> at 3:00 p.m. to discuss setting up an advisory Board that would make suggestions for the County Commissioner's approval.

The Board discussed the pros and cons of expanding the District and of allowing the County to control the project and all that goes with it.

**CR 1-2 Bridge Replacement and Road Widening Project** – Trustee Kazmierczak reported that he has not received a call back from the County Engineer's office. With this project coming up for bid soon, a compromise needs to be discussed with the County. Trustee Kazmierczak will contact Frank Onweller to try and set up a meeting.

**New Business**

**Penn Driveway (1880 Huntersridge Road)** – Tina reported that the Penn's are complaining about their driveway again. A section of the concrete rises when the ground freezes. They complained about it last year, but when Tom looked at it, it was warmer and the section was not raised. It appears that they complained about a drainage issue and a driveway issue when the project was complete. This was on a punch list that was supposedly taken care of.

Trustee Kazmierczak asked Tina to have Tom mark the water main on both sides of their driveway so they can see where the water main is in conjunction with the driveway approach. Also, have Tom look at the other driveways on the same side of the road to see what they look like.

It was agreed that the District cannot be responsible for these complaints that come in years after a project, for drainage issues, raised concrete when it is cold out, etc. Tina stated that this would be a good topic for an article in the next newsletter.

**Public Forum** - None

**Adjournment** – At 7:55 p.m. Trustee Lange moved to adjourn seconded by Trustee Westmark. Roll call vote: Kazmierczak, yes; Schultz, yes; Fowler, yes; Westmark, yes; and Lange. Motion Carried.

**Meetings**

- Next two regular meeting will be held on Wednesday, February 6<sup>th</sup> and February 20, 2008 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

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Walter Lange  
Secretary, District Board