

Swan Creek Water District

Record of Proceedings

June 27, 2007

Trustee Kazmierczak called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Roll call attendance showed the following Board members present: Bob Westmark, Rick Kazmierczak, David Schultz and Walt Lange. Trustee Fowler was absent. Also present was, Tina Whalen, Manager and Tom Shelley, Inspector. Visitors included; Township Trustees Ron Holdeman, Jim Leu, and Jim Meyer.

Visitor List Attached

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Westmark, to approve the minutes from June 13, 2007. Roll Call Vote: Kazmierczak, yes; Schultz, yes; Lange, yes; and Westmark, yes. Motion Carried

Vice President Position – Trustee Kazmierczak discussed the VP position that Kim Baker filled before her resignation. Trustee Schultz did not really want the position. After further discussion: **Resolution 2007-19** was motioned by Trustee Lange, seconded by Trustee Westmark to make Trustee Fowler Vice President. Roll Call Vote: Kazmierczak, yes; Schultz, yes; Lange, yes; and Westmark, yes. Motion Carried.

Trustee Kazmierczak **Motioned** to move New Business up, so that Jim Meyer would not have to wait. Motion was seconded by Trustee Lange.

New Business

CR 1-1 Bridge Project

- Jim Meyer reported that the County is making plans to replace the bridge on CR 1-1 and that they need to do some excavating to get exact location and depth of the water main that is there. Mr. Meyer also asked how close they could put pilings to the water line. Jim Leu will review and let him know.
- The drawings were looked at and it was discussed that the water main may have to be moved.
- It was agreed that Tom Shelley will help locate the line and be present during any excavation.

Manager's Report

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

Resolution 2007-18 was presented and signed by the Board. The details of this resolution are noted in the June 13th minutes.

Purchase Orders were presented and signed by the Board.

Revenue and Appropriation Status Reports were given to the Board for review.

Return Check Fee – Mrs. Whalen reported that she sometimes gets checks returned for non sufficient funds and feels that a return check fee should be included in the Deposit, Fee and Charge schedule.

Resolution 2007-20 was motioned by Trustee Lange, seconded by Trustee Westmark to add a returned check fee of \$25.00 to the Deposit, Fee and Charge Schedule. Roll Call Vote: Kazmierczak, yes; Schultz, yes; Lange, yes; and Westmark, yes. Motion Carried.

Treasurer's Report

Bill Payments – After review of the bills,

Resolution 2007-21 was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$5,801.81. Roll Call Vote: Kazmierczak, yes; Schultz, yes; Westmark, yes; and Lange, yes. Motion Carried

2008 Preliminary Budget – After review of the 2008 budget,

Resolution 2007-22 was motioned by Trustee Westmark, seconded by Trustee Lange to approve and adopt the attached 2008 Budget. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Westmark, yes; and Lange, yes. Motion Carried

Audit Committee Replacement for Kim Baker – Trustee Westmark reported that they needed an audit committee member since Kim Baker resigned. After discussion, Trustee Schultz agreed to fill the position.

Inspector's Report/Concerns – Tom Shelley reported that the Lucas County tap at 5315 that was attempted last fall had been completed by Hahn and Willeman on Saturday, June 23rd.

Old Business

Agreement with The Village of Delta and Don Keil

Mrs. Whalen reported that Bobbie O'Keefe and Michelle Kranz are working out some language.

Survey Status – No updated at this time.

Burch Drainage Issue at 4737 CR 1-2

- Jim Meyer reported that the County flushed the tile and it was clean and flowed to the North. Also, he had not yet checked elevations on the ditch.

News Letter – The Board reviewed a draft of the beginning of a news letter. Trustee Kazmierczak said he would like more information on assessments in the newsletter. Trustee Lange said he had some issues with the language in the Petition Process Procedure. It was agreed that the Petition Process Procedure would be reviewed at the next meeting.

Jim Leu mentioned that the Board should have enough information from previous projects to determine an estimated engineering cost for petitions.

Other

Trustee Kazmierczak reported that he attended the Planning Commission meeting and asked them to put some maps together so we can review for next project area.

Trustee Kazmierczak reported that the Health Department said that a resident had asked about getting a well permit because their well went dry and they have a water main in front of their property. Our current regulations only address new builds and not existing dwellings. Trustee Lange said that this is a Health Department decision.

Public Forum

Adjournment – At 7:13p.m. Trustee Lange moved to adjourn seconded by Trustee Kazmierczak. Roll call vote: Westmark, yes; Kazmierczak, yes; Lange; yes; and Schultz, yes. Motion Carried.

Meetings

- Next two regular meeting will be held on Wednesday, July 11th and July 25th at 6:00 p.m.
- Regular meetings are held on the 2nd and 4th Wednesday of every month at 6:00 p.m.

SWANCREEK WATER DISTRICT BOARD

Walter Lange
Secretary, District Board