

# Swan Creek Water District

Record of Proceedings  
Wednesday, March 3, 2010

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

Roll call attendance showed the following Board members present: Bob Westmark, Walt Lange, David Schultz, Mark Fowler and Rick Kazmierczak. Also present was Tina Whalen, Manager and Tom Shelley, Inspector. Visitors included: Mr. Alan Raven, Mr. Jewell, and Township Trustee, Jim Leu.

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Fowler, to approve the minutes from February 17, 2010. Roll Call Vote: Schultz, yes; Kazmierczak, abstained; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried.

## Manager's Report

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

**Purchase Orders** were given to the Board for review and signature.

**Resolutions** 2010-09 thru 2010-10 were signed by the Board. Details of these resolutions can be found in the February 17<sup>th</sup> minutes.

**Office Help** – Tina asked the Board if it would be alright to use Holly Dickerson occasionally for office help. Chris Lauch is still helping when she can. After discussion:

**Resolution 2010-11** was motioned by Trustee Westmark, seconded by Trustee Kazmierczak to use Holly Dickerson for office help on an as needed basis as a sub contractor and not an employee. Hourly rate will be \$10.00 per hour with no other benefits. Roll Call Vote: Lange, yes; Fowler, yes; Schultz, yes; Westmark, yes; and Kazmierczak, yes. Motion Carried

Tina will prepare a contract like Chris's and also update Chris Lauch's contract.

**April 7<sup>th</sup> Meeting** – Tina reported that she would be in Columbus for training on April 7<sup>th</sup> and that Trustee Kazmierczak and Fowler would be out of town. After further discussion:

**Resolution 2010-12** was motioned by Trustee Lange, seconded by Trustee Fowler to change April 7, 2010 meeting to March 31, 2010. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Westmark, yes; Lange, yes; and Fowler, yes. Motion Carried

Tina will post a notice and send out notification.

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

## Treasurer's Report

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

**Resolution 2010-13** was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$3,580.19. Roll Call Vote: Schultz, yes; Fowler, yes; Kazmierczak, yes; Westmark, yes; and Lange, yes. Motion Carried.

## Inspector's Report

Tom reported that Superior Excavating tied into our line at County Road 3 and F. There was no valve there so service had to be shut off for a couple hours to the residents on F west of 3 and the residents on 3 south of F.

Tina made a tap book for Tom so he can record tap locations for the Road 3/NEFC project.

## Old Business

**Homewood Park – No Update**

**Sandland Farms Water Rate**

Tina presented a chart showing what the cost of the water is based on last year's numbers. This broke down the operating cost and the actual water cost. Also, this chart showed how the rate could go down when the usage goes up breaking down rates on higher usages. Tina will e-mail this chart to Trustee Lange and Westmark. Tina is going to do some more work on the chart and break the operation cost down for the Board.

Tina mentioned the possibility of having RCAP come in and speak to the Board about water rates and analysis.

Trustee Lange stated that he would like to know how the County came up with the water rate for the NE residents and if they are going to have a commercial rate. Tina will ask Ziad for this information.

**Road 3/NEFC Water Main Project**

Items discussed under "Inspector's Report" and under "Sandland Farms Water Rate."

Tina Whalen will fax Ziad the memo from Doug Keil regarding his special requests

The next construction progress meeting will be on March 5<sup>th</sup> at 11:00 a.m. Trustee Lange will be out of town and cannot attend. Tina Whalen cannot attend. Trustee Kazmierczak said he would try to make it.

**New Business** - None

**Public Forum** – Mr. Leu talked about the District providing water to those residents on Road H and 2-2.

**Adjournment** – At 7:26 p.m. Trustee Lange moved to adjourn seconded by Trustee Westmark. Motion Carried

**Meetings**

- Next regular meeting will be held on Wednesday, March 17, 2010 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

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Bob Westmark

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Mark Fowler

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Rick Kazmierczak

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David Schultz

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Walter Lange - Secretary, District Board