

# Swan creek Water District

Record of Proceedings

May 23, 2007

Trustee Kazmierczak called the meeting to order at 6:01 p.m. The Pledge of Allegiance was recited.

Roll call attendance showed the following Board members present: Bob Westmark, Rick Kazmierczak, Mark Fowler, and Walt Lange. Also present was, Tina Whalen, Manager and Tom Shelley, Inspector. Visitors included Jim Leu, Karen Louy, and Alan Raven. Visitor List Attached

Trustee Fowler requested to let the record show that Kim Baker has resigned from the Water Board effective immediately.

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Westmark, to approve the minutes from May 9, 2007. Roll Call Vote: Kazmierczak, yes; 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** – None

**Resolutions** - None

**Vacations** – Mrs. Whalen reported that she will be on vacation the week of June 4<sup>th</sup> and that Tom Shelley will be gone the first two weeks in June. She will be checking the answering machine and e-mail for OUPS ticket and has someone to do the daily chlorine testing. Tom Shelley said that Jim Young would be available if something comes up.

**EPA Training** – Mrs. Whalen reported that she and Tom Shelley attended the EPA, Class A Operator Training Class on Wednesday, May 16<sup>th</sup>. They also took a test and if they pass they will receive a Class A Operator License for a small water system.

**Hydrant Flushing Logs** - Mrs. Whalen presented hydrant flushing logs for all the dead ends in district two and a log for district one. There was discussion on hydrant identification. Tom Shelley suggested metal tags that can be placed on the chains. Mrs. Whalen will check into this. Jim Leu suggested that the valves and hydrants be checked annually. Mrs. Whalen will make charts for hydrant and valve inspections.

## Treasurer's Report

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

**Resolution 2007-17** was motioned by Trustee Westmark, seconded by Trustee Lange to approve payment of the bills in the amount of \$5,831.20. Roll Call Vote: Fowler, yes; Kazmierczak, yes; Westmark, yes; and Lange, yes. Motion Carried

**Inspector's Report/Concerns** – Tom Shelley reported that he installed a new pump in the Road 2 master meter pit. The electrical part has not been done yet. He also had to pump water out the Road 5 pit.

## Old Business

### **Contract with The Village of Delta (Water to Greenhouse on E for Don Keil)**

- The Board reviewed a draft of an agreement that was prepared by Bobbie O'Keefe.
- Mrs. Whalen said that she will forward the draft to Ken Knuth, Delta's Village Administrator, Delta's Law Director, and to the Township Trustees.

**Survey Status** – An updated status was handed out. Trustee Westmark suggested sending out a follow up to the residents that have not responded giving them a date to respond by. Also, Trustee Kazmierczak plans on getting together with Jim Leu to go over additional areas that should be sent surveys.

**Burch Drainage Issue at 4737 CR 1-2**

- The Board reviewed the tape of this property prior to the Road 2 Construction project, and did not see any significant changes to the way it is now.
- Trustee Kazmierczak and Fowler went to look at the situation after the last meeting.
- Tom Shelley said that the drainage problem occurred after they opened the overflow in their pond.
- Jim Leu felt that this was the County's issue since they signed off on the Road 2 job.
- Trustee Kazmierczak said that he would try to get someone to get an elevation on the ditch.

**Water on CR E & 4 Acre Lake** - Trustee Kazmierczak reported that he received an e-mail from Rick Swank on CR E and said that there seemed to be a concern about the four acre lake that Mr. Ebrahiem is putting in and how the digging might affect the water table. There has already been an interest by a few residents to get water on CR E west of CR 3 up to where the line stops now. It was indicated that the water table was not a water board issue.

**New Business** - None

**Public Forum** - None

**Adjournment** - At 6:50 p.m. Trustee Lange moved to adjourn seconded by Trustee Westmark. Roll call vote: Fowler, yes; Kazmierczak, yes; Lange; and Westmark, yes. Motion Carried.

**Meetings**

- Next two regular meeting will be held on Wednesday, June 13<sup>th</sup> and June 27<sup>th</sup> at 6:00 p.m.
- Regular meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of every month at 6:00 p.m.

SWANCREEK WATER DISTRICT BOARD

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Walter Lange  
Secretary, District Board