

Swancreek Water District

Record of Proceedings
Wednesday, February 18, 2009

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

Roll call attendance showed the following Board members present: Bob Westmark, Mark Fowler, Dave Schultz, and Rick Kazmierczak. Also present were Tina Whalen, Manager and Tom Shelley, Inspector. Visitors included: Alan Raven, Township Trustee, Jim Leu, and Scott Lumbrezer from Arcadis.

Minutes Approval – **Motion** was made by Trustee Westmark, seconded by Trustee Fowler, to approve the minutes from February 4, 2009. Roll Call Vote: Schultz, yes; Kazmierczak, abstained; Westmark, yes; and Fowler, yes. Motion Carried

Manager's Report

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

Resolution 2009-07 was reviewed and signed by the Board. Details of this resolution can be found in the February 4th meeting minutes.

Purchase Orders were reviewed and signed by the Board.

January's Investment Statement was reviewed and initialed by the Board.

January's Bank Statements and Reconciliation was reviewed and initialed by the Board.

Certify Collection for 3060 CR F – Tina reported that this property's water service was terminated for non-payment and that the house appears to be empty. After discussion:

Resolution 2009-08 was motioned by Trustee Westmark, seconded by Trustee Kazmierczak to certify for collection in the amount of \$128.95 at the Fulton County Auditor's Office against parcel number 26-050908-00.000, located at 3060 CR F, owned by John & Michelle Jenkins, for unpaid water charges. Roll Call vote: Fowler, yes; Schultz, yes; Westmark, yes; and Kazmierczak, yes. Motion Carried.

Certify Collection for 6060 CR 1-1 – Tina reported that this property's water service was terminated for non-payment and that the house appears to be empty. After discussion:

Resolution 2009-09 was motioned by Trustee Westmark, seconded by Trustee Kazmierczak to certify for collection in the amount of \$141.04 at the Fulton County Auditor's Office against parcel number 26-049484-00.000, located at 6060 CR 1-1, owned by Anthony & Michelle Lewis, for unpaid water charges. Roll Call vote: Fowler, yes; Schultz, yes; Westmark, yes; and Kazmierczak, yes. Motion Carried.

Greentree (Water Billing Software) Service & Maintenance – Tina reported that she has had some issues with the billing software and should have updates installed. However, she cannot get the updates without a service and maintenance contract. Greentree has agreed to charge \$600.00 annually vs. the usual \$1,200.00 since we have less than 400 meters. After discussion:

Resolution 2009-10 was motion my Trustee Fowler, seconded by Trustee Kazmierczak to allow Tina to purchase a one year service and maintenance agreement from Greentree Applied Systems in the amount of \$600.00. Roll Call vote: Schultz, yes; Westmark, yes; Kazmierczak, yes; and Fowler, yes. Motion Carried.

Treasurer's Report

Bill Payments – After review of the bills,

Resolution 2009-11 was motioned by Trustee Westmark, seconded by Trustee Fowler to approve payment of the bills in the amount of \$9,128.66. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; and Westmark, yes. Motion Carried

Inspector's Report

Hydrant Repair – Tom reported that the broken hydrant on CR 2 near CR EF was repaired by Hahn & Willeman this past weekend. Tina has faxed the costs to Progressive Insurance.

Road 5 Master Meter Pit & Remotes – Tina reported that she received an e-mail from Ziad stating that the Road 5 master meter pit is filled with water and that the remotes are not working. Tom will get the pit pumped out, check the remotes and replace them if needed.

Request from Ziad (Road 2 Remotes) – Tina reported that she received a request from Ziad asking if we could mount the Road 2 remotes on the pole. Ziad says that the traffic is busy and the pit is close to the road. The Board suggested getting him some cones to put out at the road when he is reading the remotes. This is more reasonable than drilling through the concrete wall of the pit to try and run the wires over to the poll. Tom said he didn't believe the wires were long enough and is not sure if the remotes would work properly. Tina will contact Ziad to offer some construction cones to him.

Old Business

Payments on Equalization Fees – Trustee Westmark prepared payment charts for all open projects. He ran number on 5, 10, and 15 years. The Board felt that this topic does not need to be re-visited at this time. There is a resolution authorizing payments, however people have the cost included in their construction loans and this only became an issue once because of a misunderstanding.

NE Fulton County Water Project – No Update

Water to Sandland Dairy Farm – Trustee Lange, Trustee Schultz and Tina met with Scott Miller to go over AWEP grant information. Scott and Tina have been working on the application.

Scott Lumbrezer from Arcadis gave an estimate of \$430,000 to run 12” water main down CR EF from CR 5 to CR 4 for Sandland Farms. It will be less if we stop right at the farm, but the standard procedure is to run it across the full parcel.

Rick reported that he had a message from Dean Genter asking if FC could put in a 6 “ line down CR 4 from the main trunk line to Sandland Farms. They claimed that it could be done for \$48,000.

There were concerns about the Brehms even wanting to proceed with a water main past their property since they have not directly contacted the SCWD. Tina mentioned that we should have some sort of request from them. Tina will prepare a memo and send it to Trustee Kazmierczak. In the meantime, since the deadline for the AWEP grant is March 2, 2009, Tina requested that the Board give permission to submit the application.

Resolution 2009-12 was motioned by Trustee Kazmierczak, seconded by Trustee Fowler to allow Tina Whalen to submit an AWEP grant application for a water main to Sandland Farms. Roll Call Vote: Schultz, yes; Westmark, yes; Kazmierczak, yes; and Fowler, yes. Motion Carried

New Business – None

Public Forum – None

Adjournment – At 7:48 p.m. Trustee Westmark moved to adjourn seconded by Trustee Fowler. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; and Westmark, yes. Motion Carried

Meetings

- Next two regular meeting will be held on Wednesday, March 4, and March 18, 2009 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Bob Westmark

Mark Fowler

Rick Kazmierczak

David Schultz

Walter Lange - Secretary, District Board