

Swancreek Water District

Record of Proceedings
Wednesday, October 19, 2011

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

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

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Fowler, to approve the minutes from October 5, 2011. Roll Call Vote: Lange, yes; Schultz, yes; Fowler, yes; and Kazmierczak, yes. Motion Carried.

Manager's Report

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

Resolutions 2011-51 & 2011-52 were signed by the Board. Details of these resolutions can be found in the October 5, 2011 minutes.

October Billing Summary was given to the Board for review.

September's Investment and Bank Statements were given to the Board for review and initial.

Billing Issue - Tina stated she has 11 accounts that were billed incorrect. Once again the computer did not bring the correct previous reading over. She found that it only happened to accounts that were had estimated readings in August. She has to make adjustments in the amount of \$1,244.88, correct the previous readings and then re-bill them. She would like approval to make the adjustments.

Resolution 2011-53 was motioned by Trustee Lange, seconded by Trustee Kazmierczak to approve adjustments on the billing computer in the amount of \$1,244.88. Roll Call Vote: Lange, yes; Schultz, yes; Fowler, yes; and Kazmierczak, yes. Motion Carried.

Billing Home Owners vs. Renters - Tina explained to the Board that she is currently sending bills to renters. There have been situations when a renter has moved out without paying the bill. She further explained that ORC 6119.06 states the taxes to the property can be assessed for delinquent charges. Trustee Lange said he thought that the property owners were getting billed. Tina said that the property owner is on the accounts, but the bill to area is going to the renters. After further discussion:

Resolution 2011-54 was motioned by Trustee Schultz, seconded by Trustee Fowler that effective immediately, Swancreek Water District will only bill property owners and not the renters of such property. Roll Call Vote: Lange, yes; Schultz, yes; Fowler, yes; and Kazmierczak, yes. Motion Carried.

Tina will send a letter to the property owners, giving them notice of the change in billing and will change the bill to in the system to the owners name and address.

Office Hours - Tina asked the Board if it was ok with them to change her office hours. The Board had no issue with it. Tina will review and post her new office hours.

Inspector's Report - None

Treasurer's Report

Bill Payments – After review of the bills;

Resolution 2011-55 was motioned by Trustee Lange, seconded by Trustee Fowler to approve payment of the bills in the amount of \$6,350.85. Roll Call Vote: Lange, yes; Schultz, yes; Fowler, yes; and Kazmierczak, yes. Motion Carried.

Old Business

Sandland Farms - Tina sent a letter to the Brehm's and is waiting for their reply. Trustee Lange spoke with Hal Brehm. Mr. Brehm said he will have a proposal for the District in 2-3 weeks.

Drainage Issue at 6991 CR 2 - The Board reported that they installed a 35 gallon barrel with holes in it, 46' deep and put stone in it that was donated by Trustee Schultz. The project is complete, with no cost incurred to the District. They will now wait and see if this helped the drainage problem.

Petition for CR EF (Update between 2-3) - Tina informed the Board that she and Chris mailed out letters of interest to the residents. She stated that she has received 5-6 replies from residents that are not interested in the District's water. Trustee Lange said he received a call from one resident that is interested. Tina has not heard back from Sean Shinaberry yet.

CR 1-1 & Lee High Drive Project –

Pre-Construction Meeting Review (October 7th @ 9:00 a.m.) - Trustee Kazmierczak said there are issues with utility lines, because the lines zigzag and the contractor wants to have this area bored. Also, he spoke with Jim Reckner of the Village of Swanton, Street Department. Mr. Reckner will be the contact person and wants to be there when Swanton's line is exposed.

Public Forum/Other - Tom Shelley has been asked by customers who leave for the winter if they could get a discounted bill. They currently pay the minimum amount of \$45.70. Trustee Lange said the only way the customers could possibly save money is to have their water service turned off when they leave and reconnect when they return, and pay the \$50.00 disconnection/reconnection fee.

New Business – Executive Session for Personnel Matters

At 7:33, Trustee Fowler motioned to go into Executive Session to discuss personnel matters; a second was heard by Trustee Kazmierczak. Roll Call Vote: Lange, yes; Schultz, yes; Fowler, yes; and Kazmierczak, yes. Motion Carried.

At 7:55 p.m. Trustee Lange motioned to return to Regular Session, seconded by Trustee Kazmierczak. Roll Call Vote: Lange, yes; Schultz, yes; Fowler, yes; and Kazmierczak, yes. Motion Carried.

Adjournment – Trustee Schultz motioned to adjourn at 8:00 p.m., a second was heard by Trustee Fowler Motion Carried.

Meetings

- Next two meetings are scheduled for Wednesday, November 2, 2011 and November 16, 2011 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Bob Westmark

Mark Fowler

Rick Kazmierczak

David Schultz

Walter Lange - Secretary, District Board