

Swan creek Water District

Record of Proceedings
Wednesday, June 15, 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, Walt Lange, Mark Fowler, Rick Kazmierczak and Bob Westmark. Also present were Tina Whalen, Manager, Chris Lauch, Assistant and Tom Shelly, Inspector. Visitors included: Mr. & Mrs. Jewell, and Township Trustee, Jim Leu.

Minutes Approval – **Motion** was made by Trustee Lange, seconded by Trustee Fowler, to approve the minutes from June 1, 2011. Roll Call Vote: Schultz, yes; Fowler, yes; Lange, yes; Westmark, yes; and Kazmierczak, yes. Motion Carried.

Manager's Report

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

Resolutions 2011-22 thru 2011-24 were signed by the Board. Details of this resolution can be found in the June 1st minutes.

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

May's Bank Statements and Reconciliation were reviewed and initialed by the Board.

Purchase Orders were reviewed and initialed by the Board.

CORD (Coalition of Ohio Regional Districts) Fees & Contribution –

Resolution 2011-25 was motioned by Trustee Westmark, seconded by Trustee Kazmierczak to contribute \$100.00 to CORD (Coalition of Ohio Regional Districts) to help cover their legislation fees along with the annual membership fee of \$150.00. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; and Lange, yes; Westmark, yes. Motion Carried.

June's Water Billing Summary & Error - June's water billing was about double compared to April's billing. Tina said she knew it would be more but has never seen it double. She is waiting for the County's billing to see what sort of readings they got from the master meters. The Board discussed the Districts meter reading program. Trustee Lange suggested possibly re-reading 5% - 10% of the meters with the hand held reader to see if there were any changes in the amounts.

The District's computer billing program did not process the water rate increase of \$0.24 for this billing cycle. Tina Whalen offered to work on fixing the billing issue on her own time. The revenue lost was \$1,595.19. Trustee Shultz inquired how the State Auditor would handle a situation like this; the Resolution would simply have to be amended. The Board decided to amend Resolution 2011-14.

Resolution 2011-26 was motioned by Trustee Fowler, seconded by Trustee Westmark to amend **Resolution 2011-14** to have the increases rate of \$9.14 to begin with August's billing cycle. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; and Lange, abstained; Westmark, yes. Motion Carried.

Revised Appropriation & Revenue Budget - To reflect the engineering cost for County Road 1-2 & Lee High Drive project, the appropriation budget had to be revised. After review and discussion;

Resolution 2011-27 was motioned by Trustee Fowler, seconded by Trustee Westmark to approve the revised 2011 Appropriations and Revenue Budget. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; and Lange, yes; Westmark, yes. Motion Carried.

Inspector's Report – Tom Shelly reported that he completed flushing hydrants for this Spring. He is continuing to work on getting the fire hydrants painted.

Treasurer's Report

Bill Payments – Bob reported that OWDA semi- annual loan payments are being made since they are due by July 1st. After review of the bills -

Resolution 2011-28 was motioned by Trustee Westmark, seconded by Trustee Kazmierczak, to approve payment of the bills in the amount of \$93,615.29 Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; Lange, yes; and Westmark, yes. Motion Carried.

2012 Budget - After review of the Board

Resolution 2001-29 was motioned by Trustee Westmark, seconded by Trustee Kazmierczak to approve the 2012 Budget. Roll Call Vote: Schultz, yes; Kazmierczak, yes; Fowler, yes; and Lange, yes; Westmark, yes. Motion Carried.

Old Business

Lee High & CR 1-1 Petition for Water - Trustee Kazmierczak reported that Scott Lumbrezer of Arcadis is waiting to get feedback from utilities and other authorities. The Village of Swanton is supposed to email him some comments also. Scott Lumbrezer should have the final costs by next week. Letters will be prepared to be sent out to the residents in that project. Trustee Kazmierczak will check to see if any further residents signed the Village's annexation papers.

Sandland Farms – Trustee Lange reported that he has not contacted the Brehm's due to a death in their family. Trustee Kazmierczak and Trustee Lange will be out of town next week, so Trustee Lange will set up a committee meeting with Sandland Farms when he returns.

NEWS/Road 3 Final Costs – The Board discussed Ziad's email about the 15th hydrant which he stated was on Road 3 north of H. This is not in the Township. After discussing concerns, Tina said she will send Ziad an e-mail asking about: 1) what happens if there is a water main break between this hydrant and their master meter; 2) is there a shut off valve at this hydrant representing the end of our line; 3) what happens if residents hook up between this hydrant and the county's master meter?

Trustee Lange expressed a resident concern regarding the assessment letters that were sent out to the Road 3/NEFC project area. He stated that a resident interpreted the letter, relating to assessment that they would have to pay off the entire assessment amount if they were to sell their home. The assessment would not have to be paid in full in the event of a sale; however, the seller should make the buyer aware of the assessment. Trustee Lange will contact the resident who had the concern and explain.

New Business

Reappointments to the Water District Board - Trustee Kazmierczak and Trustee Westmark received letters from the Swancreek Township Board of Trustees; reappointing them to the Water District Board.

Public Forum/Other – None

Adjournment – At 7:30 p.m. Trustee Westmark moved to adjourn seconded by Trustee Lange. Motion Carried

Meetings - Next two meetings are scheduled for July 6, 2011 and July 20, 2011 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Bob Westmark

Mark Fowler

Rick Kazmierczak

David Schultz

Walter Lange - Secretary, District Board