

Swan creek Water District

Record of Proceedings

May 25, 2017

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

Roll call attendance showed the following Board members present: Shawn Albert, Dale Brunner, Mark Fowler, Walter Lange and Randy Walker. Also present were Tom Shelley, Inspector; Tina Whalen, Office Manager; and Cindy Fowler, Office Assistant. Visitor list attached.

Minute's approval from Regular Meeting on May 11, 2017- Motion was made by Trustee Lange, seconded by Trustee Fowler, to approve the regular meeting minutes from May 11, 2017. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; Lange, yes; and Walker, yes. Motion Carried.

Manager's Report –

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

Resolution 2017-17 was reviewed and signed by the Board. Details of this resolution is in the May 11, 2017 meeting minutes.

Purchase Orders – were reviewed and initialed by the Board.

Past Due for 3160 CR F (Certify for Collection to Fulton County Auditor \$ 282.16)

Tina reported that Tom turned the service off at 3160 CR F because of a past due balance. Also, it appears that the owner has moved and left no forwarding address because his April water bill and the past due notice were returned to the office, with no forwarding address. According to the County Auditor's website, the property is still in the name of the customer on file and Tina suggested that the Board allow her to certify for collection to the Fulton County Auditor. Tom said he wants to check and make sure the water is still off. After further discussion:

Resolution 2017-18 was motioned by Trustee Fowler, seconded by Trustee Albert to Certify for Collection to the Fulton County Auditor for the past due water bill at 3160 CR F (Property Owner Brad Smith) in the amount of \$282.16. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; Lange, yes; and Walker, yes. Motion Carried.

Annual Testing and Calibration of Master Meters

The master meters are required to be tested annually by May 31st of each year. Commercial Water Works were not able to test the master meter on County Road 1-2. They were not able to turn the valves and Tom said he tried and could not turn them either. Dave's Services is in the process of preparing a quote to either fix or replace all three (3) of the Kennedy valves. Trustee Fowler confirmed to Tina that any cost for fixing this is to come out of capital improvement.

Trustee Albert suggested getting a quote on Stainless Steel valves as well, since the valves are not used very often. The Board was of the opinion with the age of the valves, that rebuilding them would not be cost effective. Tom reported that when the valves get replaced the water will need to be turned off which will affect about 7 water customers. These customers will be given notice prior to turning the service off.

New EPA Rules/Ziad- Ziad Musallam, Fulton County Sanitary Engineer will be spending a half hour per week at the Swan creek Water District's Office. Since he is the operator of record for the District, this is necessary to comply with the new EPA rules.

June 8th Meeting - Cindy and Tina will not be able to attend.

Inspector's Report

Broken Hydrant on CR 3, South of H (7899 CR3) – Tom reported that he purchased a Collision Kit to repair the Broken Hydrant on CR 3 due to an accident that occurred sometime during the evening of Friday, May 19th, 2017. Tina checked with the Fulton County Sheriff's office, and no accident report had been filed at the time. The Board would like an accident report filed with the Sheriff so it is on record.

CR 1-2 Master Meter Valves – (Previously discussed under Annual Testing)

Treasurer's Report

Bill Payments – After Trustee Fowler reported that he has gone over all the bills:

Resolution 2017-19 was motioned by Trustee Fowler, Seconded by Trustee Walker to approve payment of the bills in the amount of \$5,948.09. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; Lange, yes and Walker, yes. Motion Carried.

Capital Contributions Amount Change – Trustee Fowler reported after review of the water rate structure, the last five year history and the budget, he would like to see the Capital Contributions revert back to \$1.25 per 1,000 as it was previously budgeted. He is working with Tina on preparing information for the Board to review. Also, he and Tina will be working on the 2018 budget in June. After further discussion:

Resolution 2017-20 was motioned by Trustee Fowler, seconded by Trustee Albert to change the Capital Contribution amount from \$2.70 per 1,000 gallons to \$1.25 per 1,000 gallons until further review. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; Lange, yes and Walker, yes. Motion Carried.

New Business – none

Unfinished Business

Infrastructure Study Needs/ Fulton County Economic Development (FCED) – Trustee Brunner reported he recently attended a meeting with the FCED. He stated there were many businesses, entities as well as many local representatives that were in attendance. He feels the Boards participation in this group would be beneficial to the District. Tina will email the Board for their review the letter that Township Trustee Kazmierczak presented at the meeting on April 13, 2017, which gave the details on becoming a member of FCED.

Public Forum - Trustee Brunner opened the floor to the public after stating that: DUE TO PENDING LITIGATION, THERE WILL BE NO DISCUSSION ON THE ROAD 3, EF & PEACEFUL VALLEY PROPOSED PROJECT.

Mr. Wagoner asked the Board if they knew if the specifications for those CR 1-2 valves were stated as "Kennedy or Equal". Mr. Wagoner was referring to the Master Meter conversation under the Inspectors Report. Trustee Albert stated the Board would have to research the records in order to answer his question. This project was constructed back in 2001 and this Board was not in place at the time.

Executive Session to discuss Pending Litigation - At 7:11 p.m. **Motion** was made by Trustee Lange, seconded by Trustee Albert to go into Executive Session to discuss pending litigation. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; Lange, yes; and Walker yes. Motion Carried.

At 7:43 p.m. **Motion** was made by Trustee Fowler, seconded by Trustee Albert to return to Regular Session. Roll Call Vote: Albert, yes; Brunner, yes; Fowler, yes; Lange, yes; and Walker yes. Motion Carried.

Adjournment – At 7:44 p.m. Trustee Fowler moved to adjourn seconded by Trustee Albert. Motion Carried.

Up Coming Meetings

Next two regular meetings are scheduled for Thursday, June 8, 2017, and June 22, 2017 at 6:30 p.m.

SWANCREEK WATER DISTRICT BOARD

Mark Fowler

Dale Brunner

Shawn Albert

Randy Walker

Walter Lange, Water Board Secretary