

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JULY 9, 2020**

A teleconference meeting of the Northwestern Water and Sewer District Board of Trustees was held on Thursday, July 9, 2020 at 7:30 a.m.

Mr. Mark Sheffer, Chairman, brought the meeting to order and requested that the roll be called:

Steve Arnold	John Cheney	Brooke Hahn
Bill Hirzel	Melinda Kale	Doug Miller
Tim Phillips	Mark Sheffer	Bill Verbosky

Members absent: Leonard Michaels

Others:

Jerry Greiner	Beth Vannett	Gavin Smith
Tom Stalter	Theresa Pollick	Dan Wickard
Kay Ball	Garret Chamberlain	

Rex Huffman, Spitler Huffman, LLC

Approval of Minutes

The minutes of the regular meeting held on June 25, 2020, were reviewed; John Cheney made a motion to approve the minutes. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. Approved.

Correspondence

Jerry Greiner stated all correspondence has been loaded to the iPads. Unless there is interest, all further correspondence will be shared electronically only.

Report by President and Other Officials

Jerry Greiner reported:

- Check calendars for planning meeting in the fall
- No further ballots received for open board seat. Latta has 6 votes and Borck has 1.
- No new economic development news, all projects are underway
- Lunches cancelled for July and August
- CAFR is complete
- Audit conference will be July 23rd.
- Henry County audit will be complete in August
- New WaterShed at Obe's construction is underway

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Reports of Committees:

John Cheney reported the Safety Committee met on July 8th and reviewed the following:

- One minor injury
- Update on HB 308, safety standards are in place.
- How to deal with heat reminder
- Our response to COVID symptoms

Unfinished Business:

Resolution 2020-63. Approval of a revised Safety Policy for the District. John Cheney made a motion to bring the resolution to the floor. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. Jerry Greiner reviewed the changes to the policy with the board. John Cheney made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2020-71. Amendment #1, CT Consultants for the Cygnet Pump Station Rehabilitation Project, SS #1803. Tom Stalter stated this amendment is for a change in scope of the project. Bill Verbosky made a motion to approve. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-72. Resolution of Assessments for miscellaneous water and sewer projects. Kay Ball stated this resolution is to certify water and sewer projects to taxes as requested by the property owners. Melinda Kale made a motion to table. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes with the exception of Mark Sheffer who voted no. **Tabled.**

Resolution 2020-73. Change order #3 and Release of Retainage, Jim Palmer Excavating for the Village of McComb Sanitary Sewer and Stormwater Separation Improvements, SS #2805. Tom Stalter asked that this resolution be tabled. Tim Phillips seconded the motion to table. Steve Arnold seconded the motion. A toll call vote was taken with all present voting yes. **Tabled.**

Resolution 2020-74. Authorization to advertise for the WL #100 Area Elevated Storage Tank, WL #183P. Tom Stalter stated this project is being designed in house and is ready to go out for bid. Mr. Stalter stated advertisement dates are to be determined and the engineer's estimate on the project is \$5,500,000.00. Doug Miller made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-75. Authorization to purchase a Buckeye Pipeline gas line under the Maumee River. Tom Stalter asked that this resolution be tabled to further investigate the condition of the lines. Bill Verbosky made a motion to table. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2020-76. Authorize the certification of delinquent water and sewer bills. Beth Vannett explained she is reviewing and billing past due accounts. Some will not pay and need

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to be certified to the county auditor for collection. Tim Phillips made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

None.

Receipt of Other Comments

At this time, Tom Stalter and Denise Plummer of Poggemeyer Design Group reviewed the System Development Fee (SDF) report with the board. This review is done every 6 years he said and will ask for approval at a future meeting.

Rex Huffman gave the board a brief update on litigation that is currently pending.

Regular Meeting Dates

Regular Meeting:	July 23, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	August 13, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Tim Phillips made a motion to adjourn. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

Melinda Kale
Secretary

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