

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JUNE 11, 2020**

A teleconference meeting of the Northwestern Water and Sewer District Board of Trustees was held on Thursday, June 11, 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	Leanne O'Brien	Dan Wickard
Kay Ball	Garret Chamberlain	Theresa Pollick

Rex Huffman, Spitler Huffman, LLC

Approval of Minutes

The minutes of the regular meeting held on May 28, 2020, were reviewed; Tim Phillips 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:

- Will review with the Board a proposal for rate change for Charter Steel
- Starting the certification process for past due accounts
- No additional ballots have been received for the municipal appointed board seat
- Business Continuity Plan has been updated
- Safety Policy has been updated

At this time, Jerry Greiner reviewed with the Board a proposal for rate change for Charter Steel facility. Beth Vannett reviewed the current rates and the proposed savings calculations for Charter.

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Reports of Committees:

None to Report

Unfinished Business:

Resolution 2020-59. Approval of an Intergovernmental Agreement with Wood County Port Authority, Wood County Commissioners and the City of Rossford to submit an EDA Grant for Deimling Road. Tim Phillips made a motion to bring the resolution to the floor. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. Rex Huffman stated this agreement is to approve an EDA grant application for the replacement of Deimling Road and includes some water and sewer utilities. Mr. Huffman explained this would be a shared grant with the Wood County Port Authority, City of Rossford, Wood County Commissioners, Wood County Engineer and the District. With this agreement is also a letter to waive conflict of interest for Mr. Huffman as he represents both the District and the Port Authority. Doug Miller made a motion to waive the conflict of interest. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. Bill Verbosky made a motion to approve the resolution. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2020-60. Amendment #2, Poggemeyer Design Group for the Henry County Waterline Project. Tom Stalter stated this change order is for an increase of \$3,100.00 to change the waterline route from Sand Ridge Road to Euler Road. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-61. Selection of Pre-qualified professional design firms for the calendar year 2020 and 2021 in accordance with the Design Professional Selection Law. Garret Chamberlain stated this resolution is to select the pre-qualified professional design firms for 2020 and 2021. Mr. Chamberlain stated 13 firms submitted statement of qualifications and requests that 5 be selected. Updates to these qualification statements will be requested annually going forward, he said. Melinda Kale made a motion to approve. Bill Verbosky 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, Kay Ball presented to the Board the Auditor of State Award with Distinction. This is the 4th year in a row the District has received this award and only 1% of entities receive this, she stated.

At this time, Theresa Pollick shared with the Board a presentation video of the COVID-19 response from the District.

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Regular Meeting Dates

Regular Meeting: June 25, 2020 District Operations Facility
7:30 a.m. Regular Meeting

Regular Meeting: July 9, 2020 District Operations Facility
7:30 a.m. Regular Meeting

Adjournment

Steve Arnold made a motion to adjourn. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

Melinda Kale
Secretary

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