

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JUNE 25, 2020**

A teleconference meeting of the Northwestern Water and Sewer District Board of Trustees was held on Thursday, June 25, 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	
Bill Hirzel	Melinda Kale	Doug Miller
Tim Phillips	Mark Sheffer	Bill Verbosky

Members absent: Brooke Hahn, Leonard Michaels

Others:

Jerry Greiner	Beth Vannett	Gavin Smith
Tom Stalter	Leanne O'Brien	Dan Wickard
Kay Ball	Garret Chamberlain	

Rex Huffman, Spitler Huffman, LLC

**Approval of Minutes**

The minutes of the regular meeting held on June 11, 2020, were reviewed; Tim Phillips made a motion to approve the minutes. Bill Verbosky 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 schedule planning meeting for some time in the fall
- Charles Latta received 6 votes and Will Borck has 1 vote for the open municipal board seat; with 7 municipalities still yet to vote. A winner will need 8 of 14 total.
- Unincorporated Village of Hatten will need public sewers soon.
- July and August luncheons have been cancelled
- Deimling Road project is moving along.

At this time, Kay Ball highlighted a few items from the May financial statements with the Board.

Regular Board Meeting  
June 25, 2020

**Reports of Committees:**

None to Report

**Unfinished Business:**

None

**New Business**

**Resolution 2020-62.** In the matter of the preliminary tax budget for fiscal year 2021. Kay Ball stated the Ohio Revised Code requires this tax budget resolution every year because the District can levy taxes although never has. Melinda Kale made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2020-63.** Approval of a revised Safety Policy for the District. Jerry Greiner stated the Safety Policy has been updated. John Cheney asked that the resolution be tabled so the board can further review the policy. John Cheney made a motion to table. Doug Miller 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 2020-64.** Approval of a revised Business Continuity Plan. Jerry Greiner stated with the current COVID-19 pandemic, the Business Continuity Plan has been updated. Bill Verbosky made a motion to approve. Tim Phillips seconded the motion. A toll call vote was taken with all present voting yes. **Approved.**

**Resolution 2020-65.** Review and approval to waive the District's Capital Improvement Charge for Charter Steel. Jerry Greiner stated this resolution is approval to waive the capital improvement charge for Charter Steel. He stated he has reviewed this proposal with the board and would with approval would be effective July 1<sup>st</sup>. Doug Miller made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2020-66.** Amendment #3, Jones & Henry Engineers for the Rossford Various Streets Sanitary Sewer Rehab, SS #5001. Garret Chamberlain stated this amendment is for a deduct of \$3,361.15 for final quantity adjustment. Bill Verbosky made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2020-67.** Approval to apply to USDA for the Village of McComb Regional Water Connection. Garret Chamberlain stated this resolution is approval to apply to USDA for the Village of McComb Regional Water Connection. John Cheney made a motion to approve. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted no. **Approved.**

**Resolution 2020-68.** Resolution of Necessity & Intent to Proceed with Improvements for the Robinson Road Waterline Extension, WL #399F. Tom Stalter stated this resolution is the resolution of necessity and the intent to proceed with a waterline extension to a property on Robinson Road. Melinda Kale made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Regular Board Meeting  
June 25, 2020

**Resolution 2020-69.** Approval of reimbursement of temporary advances made for capital expenditures to be made from subsequent borrowings. Jerry Greiner stated this resolution is approval of reimbursement of temporary advances for capital expenditures for future borrowing in Henry County. Bill Verbosky made a motion to approve. John Cheney seconded motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2020-70.** Authorize a contract with Jones & Henry Engineers for the Village of McComb Sanitary Sewer Improvements, Phase 1, SS #2807. Garret Chamberlain stated this resolution is to authorize a contract with Jones & Henry Engineers for the Village of McComb Sanitary Sewer Improvements, Phase 1. The total on the contract is \$97,800.00, he said. Steve Arnold made a motion to approve. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Executive Session**

None.

### **Receipt of Other Comments**

Gavin Smith stated the next IT committee will be held July 2, 2020 via teleconference.

### **Regular Meeting Dates**

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

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

### **Adjournment**

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

Respectfully Submitted,

Melinda Kale  
Secretary

/lob