

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, SEPTEMBER 24, 2020**

A teleconference meeting of the Northwestern Water and Sewer District Board of Trustees was held on Thursday, September 24, 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	Chuck Latta
Doug Miller	Tim Phillips	Mark Sheffer
Bill Verbosky		

Members absent:

Others:

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

Rex Huffman, Spitler Huffman, LLC

Approval of Minutes

The minutes of the regular meeting held on September 10, 2020, were reviewed; John Cheney 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:

- November and December meetings have been changed to the first and third Thursday to accommodate for the holidays.
- Xmas dinner will be cancelled for board and staff
- Bill Hirzel will meet with the Wood County Commissioners on October 22nd
- Now receiving payments for Florida/Okolona sewer billing
- Henry County audit almost complete
- Recently received calls from both Putnam County and Defiance County with questions on setting up a 6119 District.
- Northpointe project is making progress
- Gavin reviewed with the board recent changes that were made to the DropBox software.

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Reports of Committees:

None to report

Unfinished Business:

Resolution 2020-98. Authorization to amend District Bylaws. Rex Huffman gave the board a brief overview of the proposed changes to the bylaws. Bill Verbosky made a motion to bring the resolution to the floor. Chuck Latta seconded the motion. A roll call vote was taken with all present voting yes. Rex Huffman reviewed the proposed changes with the board. There was discussion regarding the changes to voting and quorum. John Cheney asked that a revision be made to reflect a supermajority be present to vote. Mark Sheffer agreed. Mr. Huffman stated he would make the necessary revisions and present at the next board meeting. Bill Verbosky made a motion to table the resolution for further review. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2020-105. Authorize the sale of surplus items via internet auction. Jerry Greiner stated this resolution includes a dump truck which was recently sold that was not previously approved by the board and some miscellaneous equipment (spare tires, motors, etc.) to be sold via GovDeals. Bill Verbosky made a motion to approve, Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-106. Authorize Exhibit D-7 to the Wholesale Water contract with the City of Bowling Green. Jerry Greiner stated this resolution is to approve amendment D-7 to the Bowling Green Wholesale Water Contract. This amendment includes an additional gallonage amount, new area and point of interconnection for Henry County. Tim Phillips made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-107. Amendment #3, Jones & Henry Engineers for the Willowbend Pumpstation Rehabilitation. Garret Chamberlain stated this amendment is an increase of \$64,000.00 for additional engineering services. John Cheney made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-108. Approval of a license agreement with Norfolk Southern Railway Company for the Village of McComb Waterline Replacement, Phase 2, WL #2815. Garret Chamberlain stated this resolution is to approve an agreement with Norfolk Southern for a railway bore in the Village of McComb. The cost of the agreement is \$26,000.00, he said. Chuck Latta made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2020-109. Authorization to advertise for bids for the McComb Water Treatment Plant Train No. 1, Painting and Media Replacement, WL #2809A. Dan Wickard stated this resolution is to authorize the advertisement for bids for the McComb Wastewater Treatment Plant Train No. 1. Mr. Wickard reviewed with the board the need for this replacement in light of a new water connection to the village. He stated then engineer's estimate on the project is \$125,000.00. Tim Phillips made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-110. Authorization to release retainage to FET Construction Services for the E. Broadway Pumpstation Improvements Pump No. 3 VFD Installation. Garret Chamberlain stated this resolution is to authorize the release of retainage in the amount of \$4,671.00 to the contractor. Bill Verbosky made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-111. Continue the appointment of the law firm Spitler, Huffman, LLP for 2021 and 2022. Jerry Greiner stated this resolution is to continue the appointment of Spitler, Huffman, LLP for legal services for 2021 and 2022. Bill Verbosky 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

None

Regular Meeting Dates

Regular Meeting:	October 8, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	October 22, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

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

Respectfully Submitted,

Melinda Kale
Secretary

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