

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 5, 2020**

A teleconference meeting of the Northwestern Water and Sewer District Board of Trustees was held on Thursday, November 5, 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: Chuck Latta

Others:

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

Rex Huffman, Spitler Huffman, LLC

Denise Plummer, Poggemeyer Design Group

Approval of Minutes

The minutes of the regular meeting held on October 22, 2020, were reviewed; Brooke Hahn made a motion to approve the minutes. Doug Miller 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:

- Board bylaw changes were approved at the October 22nd meeting the final draft is in the DropBox
- Melinda Kale currently has 10 votes and Bill Barnhart has 4 for the municipal open board seat and township reappointment.
- Staff Planning meeting was held October 30th; may propose a board planning meeting during 1st quarter 2021.
- Looking at constructing a new WaterShed in Fostoria on Lytle Street with Legacy Farmers.
- Still working on North Baltimore water contract.

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- Still working on Henry County water agreement for addition of Liberty Center area.

Reports of Committees:

Mark Sheffer stated the Safety Committee met on November 4th, minutes are in the DropBox.

Unfinished Business:

None

New Business

Resolution 2020-120. Accept the appointment of Bill Hirzel to the Board of Trustees. Jerry stated this resolution is to accept the appointment of Bill Hirzel to the board of trustees from the Wood County Commissioners. Bill Verbosky 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 abstained. **Approved.**

Resolution 2020-121. Approval of utility easements for the Troy Township Sanitary Sewer Project, SS #140K. Tom Stalter stated 17 easements have been obtained from East Ohio Gas Co. totaling \$15,615.00. This cost will be repaid in future tap charges there on their parcels development. Melinda Kale made a motion to approve. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-122. Approval of a contract with Poggemeyer Design Group for the Master Meter Plan Update. Tom Stalter stated this resolution is to approve a contract with Poggemeyer for the Master Plan update not including economic development options.. Bill Hirzel made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes with the exception of Tim Phillips who voted no. **Approved.**

Resolution 2020-123. Approval to advertise for bids for the Village of Weston Sanitary Sewer Improvements, SS #2302. Garret Chamberlain stated this resolution is to approve the advertisement for bids for the Weston Sanitary Sewer Improvements. Dates are to be determined with an engineer's estimate of \$1,100,000.00, he said. 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 2020-124. Personnel Actions.

Kay Ball requested the following personnel actions be approved:

1. Administrator, Engineering Department job description.

Melinda Kale made a motion to approve the above action. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Gavin Smith, Simon Gundy and Beth Vannett gave the board an update on water loss.

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Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	November 19, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	December 3, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

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

Respectfully Submitted,

Melinda Kale
Secretary

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