

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 19, 2020**

A teleconference meeting of the Northwestern Water and Sewer District Board of Trustees was held on Thursday, November 19, 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: None

Others:

Jerry Greiner	Erik Blake	Beth Vannett
Tom Stalter	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 November 5, 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 with the exception of Chuck Latta who abstained. 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:

- Melinda Kale currently has 13 votes and Bill Barnhart has 7 for the municipal open board seat and township reappointment.
- Still working on North Baltimore water contract.
- Still working on Henry County water agreement for addition of Liberty Center area.
- Board members please return the insurance form that was sent out as soon as possible.
- Union will be voting on contract November 25th.
- Working on water loss presentation.
- Pay-it-Forward program has assisted 34 people for a total of \$6,340.00.

Regular Board Meeting
November 19, 2020

Reports of Committees:

Doug Miller stated the Governance Committee met on November 10th and reviewed Board of Trustee compensation. He reviewed with the full board their recommendation for increases. Mark Sheffer suggested the board consider these changes and more discussion will take place at the first meeting in January.

Unfinished Business:

None

New Business

Resolution 2020-125. Acceptance and action on bids received for the McComb Water Treatment Plant Train No. 1 Painting and Media Replacement, WL #2809A. Garret Chamberlain stated one bid was received for this project and he recommends the project be awarded to Oh-Man Enterprises for \$118,599.20. The engineer's estimate on the project is \$125,000.00, he said. Doug Miller made a motion to approve, Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who abstained. **Approved.**

Resolution 2020-126. Approval of utility easements for the Willowbend Pumpstation and Forcemain Replacement, SS #307G. Garret Chamberlain stated 3 easements have been obtained totaling \$8,650.00 for the project. 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 2020-127. Approval of utility easements for the Sugar Ridge Sewer, Mercer Road Sanitary Sewer Projects, SS #609G. Garret Chamberlain stated 5 easements have been obtained totaling \$10,350.00 for the project. John Cheney made a motion to approve. Chuck Latta seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-128. Amend certain fees and charges for services provided by the District. Garret Chamberlain stated a few minor changes have been made to the fees and charges schedule for 2021. 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 2020-129. Change order #1-Final and Release of Retainage, Hank's Plumbing & Heating for the Rossford Tree Streets Waterline Replacement, WL #5007. Garret Chamberlain asked that this resolution be tabled for further review. Steve Arnold made a motion to table. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Regular Board Meeting
November 19, 2020

Resolution 2020-130. Personnel Actions.

Kay Ball requested the following personnel actions be approved:

1. Updated job description for the president.

Bill Verbosky made a motion to approve the above action. 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:	December 3, 2020 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	December 17, 2020 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

Brooke Hahn 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

/lob