

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, FEBRUARY 11, 2021**

A regular meeting of the Northwestern Water and Sewer District Board of Trustees was held in the Board Room of the Northwestern Water and Sewer District, Bowling Green, Ohio on Thursday, February 11, 2021 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 Barnhart
Brooke Hahn	Bill Hirzel	Melinda Kale
Chuck Latta	Doug Miller	Tim Phillips
Mark Sheffer		

Members absent: None

Others:

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

Rex Huffman, Spitler, Huffman & Newlove

Approval of Minutes

The minutes of the regular meeting held on January 28, 2021, were reviewed; Tim Phillips made a motion to approve the minutes. John Cheney 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:

- Online ethics training dates are on the board master calendar
- BGSU State of the Region will be held March 2nd
- Local school science grant checks have been disbursed to those schools that applied.
- Committee assignments are in the DropBox
- Looking to move November and December meetings to first and third Thursday to avoid Veteran's Day and Thanksgiving.
- State auditors will be in next Tuesday.
- Bond refinancing rate came in at 1.58%

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- Reminder that board members get paid for outside meetings. Please email Val or Kay meeting information.

Reports of Committees:

Bill Barnhart stated the Safety Committee met on February 3rd and reviewed the following:

- No accidents or incidents
- Reviewed BWC training
- 2020 incident report discussed

Garret Chamberlain stated the Extension Committee met on February 4th. He briefly reviewed the minutes that are in the DropBox.

Unfinished Business:

None

New Business

Resolution 2021-18. Acceptance and action on bids received for the Villages of Cygnet and Jerry City Pump Station Rehabilitation, SS #1803. Garret Chamberlain stated 2 bids were received for this project and recommends the project be awarded to Kyle Sherman Excavating for \$575,750.00. The engineer's estimate on the project is \$556,540.00, he said. 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 2021-19. Authorization to apply for, accept and enter into an Ohio Water Authority Loan Fund Agreement for the Villages of Cygnet and Jerry City Pump Station Rehabilitation, SS #1803. Garret Chamberlain stated this resolution is authorization to apply for funding through OWDA. John Cheney made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2021-20. Approval to purchase Wetland Mitigation Credits for the Willowbend Pump Station and Force Main Replacement Project, SS #307G. Garret Chamberlain stated this resolution is to purchase Wetland Credits for wetlands that will be damaged due to the new construction. The total for the credits is \$117,000.00, he said. Bill Barnhart made a motion to approve. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-21. Authorization to approve lease agreement with the Filling Memorial Home of Mercy, Inc. Jerry Greiner stated this resolution is an agreement with the Filling Memorial Home of Mercy to maintain the property around the bulk water station in Henry County. This agreement is for mowing and snow removal, he stated. Melinda Kale made a motion to approve. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2021-22. Approval of a water contract with Liberty Center. Tom Stalter stated this resolution is to approve a water contract with the Village of Liberty Center. The new waterline will run from Weston through McClure and onto Liberty Center. Mr. Stalter asked that this resolution be approved pending review by Rex Huffman. Chuck Latta made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

None

Receipt of Other Comments

Rex Huffman discussed with the board the options for the Board compensation resolution that did not pass at the last board meeting. He stated the resolution could be renewed by a motion by the board; if the renewal passed the board could then vote to pass the resolution. Another option is to leave the compensation at the level it is currently and the third option would be to go back to committee for further discussion.

Gavin Smith gave the board a brief update on the IT Department. He reviewed the following:

- Transition to remote work options
- Port Authority has funded and additional speaker and camera for the board room for remote meetings.
- Cyber-attack that happened to a Florida water plant
- Phishing tests for District employees and board

Dan Wickard gave the board a brief review on the Operations Department. He reviewed the following:

- Some construction has stalled during winter weather
- County WaterShed inspections taking place
- 10 water leaks so far this year.
- McClure had large water leak on rural road that was difficult to locate due to weather
- Following up after house fires to drain hydrants

Kay Ball briefly reviewed with the board a new policy that will be forthcoming to deal with Calamity days for employees of the District.

Regular Meeting Dates

Regular Meeting:	February 25, 2021 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	March 11, 2021 7:30 a.m.	District Operations Facility Regular Meeting

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Adjournment

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

Respectfully Submitted,

Melinda Kale
Secretary

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