

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MARCH 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, March 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	Erik Blake	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 February 25, 2021, were reviewed; John Cheney made a motion to approve the minutes. Steve Arnold 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
- Liberty Center water contract is almost complete. Attorneys are reviewing the agreement
- New camera and speaker have been installed in the board room
- Finance Department received the GFOA award for the 17th year.
- Proposed IT Committee meeting April 15th.

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Reports of Committees:

Bill Barnhart reported the Safety Committee met on March 3rd and reviewed the following:

- No accidents or injuries
- Inclement weather/tornado policy
- COVID update
- Distracted driving training

Unfinished Business:

None

New Business

Resolution 2021-30. Authorization to advertise for bids for the Wales Road Clearwell Flow Meter Improvements, WL #100-1C. Garret Chamberlain stated this resolution is to authorize advertisement for bids on March 16th and 23rd with bids to be opened on April 1st. Mr. Chamberlain stated the engineer's estimate on the project is \$120,000.00. Melinda Kale made a motion to approve. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-31. Review and approval of utility easements for the Henry County Waterline Project, WL #2902. Garret Chamberlain stated 13 easements have been obtained totaling \$15,250.00. Tim Phillips made a motion to approve. Bill Barnhart seconded the motion. A roll call vote was taken with all present voting. **Approved.**

At this time, Beth Vannett gave a customer service department update to the board. She reviewed the following:

- Annual billing reports
- 10 top water and sewer users
- Pay it Forward program
- Aquahawk program

At this time Theresa Pollick gave a public information department update to the board. She reviewed the following:

- School water grants
- Crisis communication
- Public outreach
- Open House
- Introduced new public information intern Tay Sauer.

Executive Session

Jerry Greiner requested the board go into executive session to discuss real estate acquisition. Chuck Latta made a motion to go into executive session. John Cheney seconded the motion. A roll call vote was taken with all present voting yes.

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Steve Arnold made a motion to return to regular session. Bill Barnhart seconded the motion. A roll call vote was taken with all present voting yes.

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	March 25, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	April 8, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Tim Phillips made a motion to adjourn. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

Melinda Kale
Secretary

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