

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JULY 8, 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, July 8, 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	
Chuck Latta	Doug Miller	
Mark Sheffer		

Members absent: Melinda Kale, Tim Phillips

Others:

Gavin Smith	Dan Wickard	Kay Ball
Leanne O'Brien	Garrett Chamberlain	Pam Benick
Beth Vannett	Lisa Aller	Tiffany Hillard

### **Approval of Minutes**

The minutes of the regular meeting held on June 24, 2021, were reviewed; John Cheney made a motion to approve the minutes. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Correspondence**

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**

Kay Ball reported:

- State budget has passed all meetings will now be in person
- No updates on ARPA funding
- Tom, Rex, Theresa and Tay are at Ohio Rural Water Meeting in Put-in-Bay today
- Kevin Brennan from USI Insurance will be here next board meeting to update board on insurance
- Jim Rossow will be retiring this month, we will honor him at the next meeting.
- Planning meeting proposed dates September 30<sup>th</sup> or October 7<sup>th</sup>.
- Beth and Dan will give department overview today

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Beth Vannett gave a department overview and reviewed the following:

- Introduced new employees Lisa Aller and Tiffany Hillard
- Top water and sewer users-back to normal usage after pandemic
- First Solar plant usage increasing monthly
- Explained certification process
- Pay-it-Forward program
- Meter devices are reading at a 99.6% accuracy

Dan Wickard gave a department overview and reviewed the following:

- Back to full staff-Jim Rossow will retire this month
- Lead & Copper study ongoing
- Leak Detection ongoing
- Rehabbing the McClure pump station
- Inspections ongoing on water systems through Ohio EPA

### **Reports of Committees:**

Bill Barnhart stated the Safety Committee met on July 7<sup>th</sup> and discussed the following:

- No accidents or injuries
- New employees are attending meeting
- Val reviewed new program through Safety Council called Slam
- Discussed upcoming training

### **Unfinished Business:**

None

### **New Business**

**Resolution 2021-70.** Change order #2-Final and release of retainage, Buckeye Excavating, Inc. for the 2020 Water Main Improvements project. Garret Chamberlain asked that this resolution be tabled as the contractor will be submitting an additional change order. Steve Arnold made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting. **Tabled.**

**Resolution 2021-71.** In the matter of the preliminary tax budget for fiscal year 2022. Kay Ball stated this resolution is the annual tax budget for 2022. Bill Hirzel made a motion to approve. Bill Barnhart seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2021-72.** Amendment #1, Jones & Henry Engineers for the 2020 Water Main Improvements Project. Garret Chamberlain stated this amendment is a decrease of \$30,902.18 for unused engineering services. Chuck Latta made a motion to approve. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Executive Session**

None

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**Receipt of Other Comments**

After some discussion it was agreed that the Planning Meeting will be held on September 30, 2021.

**Regular Meeting Dates**

Regular Meeting:	July 22, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	August 12, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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**Adjournment**

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

Respectfully Submitted,

Steve Arnold  
Vice Chairman

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