

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 4, 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, November 4, 2021 at 7:30 a.m.

Mr. Mark Sheffer, Chairman, brought the meeting to order and requested that the roll be called:

Steve Arnold	Bill Barnhart	John Cheney
Brooke Hahn	Bill Hirzel	Melinda Kale
	Doug Miller	Tim Phillips
Mark Sheffer		

Members absent: Chuck Latta

Others:

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

Rex Huffman, Spitler & Huffman LLC

Approval of Minutes

The minutes of the regular meeting held on October 28, 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.**

Unfinished Business:

None

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

Jerry Greiner reported:

- Doug Miller will be meeting with the Wood County Commissioners today to discuss reappointment to the board. All board members are invited to attend at 10:30 a.m.
- Perrysburg water and sewer contracts are expiring. Perrysburg is currently working through a rate study.
- Administrative Committee meeting will be held November 11th. All are invited

Regular Board Meeting
November 4, 2021

- November 7th Spirit of Wood County Awards
- CORD Meeting November 5, 2021

At this time, Kay Ball reviewed the following budget assumptions:

- New water technician position
- Removal of overlapping pumpstation position
- Waiting on what health insurance premiums will be for 2022
- Will renew Kent Murphree contract at next meeting with not change
- Working through rates for 2022
- Expecting a fuel increase in 2022 budgeting to reflect that
- Ramping up inventory due to expected supply chain issues
- 3 employees are currently eligible to retire and are in the 2022 budget

Reports of Committees:

Bill Barnhart reported that the Safety Committee meeting was held on November 3rd. Minutes are in the Dropbox

- 0 injury accidents, 3 minor vehicle incidents
- Todd Saums has resigned, Jerry Greiner will serve as Safety Committee chair for the rest of this year.
- Reviewed training schedule

New Business

Resolution 2021-113. Change order #2, Kyle Sherman Excavating, Inc. for the Village of Cygnet and Jerry City Pumpstation Rehabilitation, SS #1803. Garret Chamberlain stated this change order is for a time extension only. Tim Phillips made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-114. Authorize the sale of surplus items. Garret Chamberlain stated this resolution is authorization to approve the sale of a 2010 Cronkhite Trailer to the City of Fostoria for \$8,000. Steve Arnold made a motion to approve. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-115. Review and approval of utility easements for the WL/SS #100 Area. Garret Chamberlain stated this resolution is to approve 2 utility easements for the WL/SS #100 Area for \$1.00. Steve Arnold made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-116. Authorization to advertise for the Liberty Hi and Gorrill Road Waterline Extension, WL #317H. Garret Chamberlain stated this resolution is to authorize the advertisement for bids for the Liberty Hi and Gorrill Road Waterline Extension. The bid dates are to be determined with the engineer's estimate \$800,000.00, he said. Brooke Hahn made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Regular Board Meeting
November 4, 2021

Executive Session

Rex Huffman as the board to go into Executive Session to discuss pending litigation for the County Home Road Project. John Cheney made a motion to go into Executive Session. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes.

Tim Phillips made a motion to go back into 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:	November 18, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	December 9, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Steve Arnold 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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