
Southwest Regional Water District
914th Meeting Minutes

The 914th meeting of the Board of Trustees of the Southwest Regional Water District was held on April 28, 2020, beginning at 7:00 p.m.

This meeting was held as a virtual meeting and was advertised as follows:

Public Notice for Hamilton and Middletown Journals

The Board of Trustees of Southwest Regional Water District will conduct its regularly scheduled meeting on Tuesday, April 28, 2020 at 7:00 p.m. This will be a virtual meeting. The public may view the meeting by accessing the following link: <https://tinyurl.com/SWRWD-LIVE-MEETING>

Public comments will not be received during the meeting. To provide a written comment in advance of the meeting, please email vances@swwater.org, or access the District's website at www.swwater.org and click on the Contact Us button at the bottom of the page. Please provide your name and address with your comment.

Trustees in remote attendance were Rob Brehm, Robert L. Copeland, Jr., Chad Chenoweth, Doug Drake, Michael Egbert, Leonard Gaston, Nicholas Gronas, Randy Rolke and Robert Schmidt.

Also, in remote attendance were Sue Vance, General Manager; Phil Sackenheim, Operations Manager; Kenny Hoffman, Finance Manager; Sherry Geurin, HR Coordinator; Roger Gates, Board Counsel; and Jason Francis, Information Systems / Asset Management.

Doug Drake nominated Chad Chenoweth as Secretary Pro-tem. Leonard Gaston seconded. All aye.

The 913th Board Meeting minutes and March 16, 2020 Special Meeting minutes were approved by unanimous consent.

Sue Vance provided information to the Board including an e-mail from customer Roger Koch, received by Robert L. Copeland, Jr., regarding the Annual Meeting, Trustees' contact information, By-Law's, Trustees' compensation and the number of Trustees serving on the Board. They were also given copies of "notes" written on returned absentee ballots, as well as an e-mail from customer, Melissa Gruenhagen regarding the delinquent penalty policy during the COVID-19 crisis and ensuing complaints.

Employee Nate Zinsmeister sent a letter to the Board stating, "Thank you to our management staff and the Board for continuing to do your jobs during this time and making sure all the District's employees are taken care of".

Leonard Gaston moved to nominate Robert L. “Bo” Copeland, Jr. as President of the Board of Trustees. Robert Schmidt seconded the motion. Nick Gronas moved to nominate Mike Egbert as President of the Board of Trustees. Doug Drake seconded the motion. A call of the roll resulted as follows:

Nick Gronas voted for Mike Egbert
Randy Rolke voted for Mike Egbert
Robert Schmidt voted for Robert L. “Bo” Copeland, Jr.
Chad Chenoweth voted for Robert L. “Bo” Copeland, Jr.
Doug Drake voted for Mike Egbert
Mike Egbert abstained
Leonard Gaston voted for Robert L. “Bo” Copeland, Jr.
Rob Brehm voted for Robert L. “Bo” Copeland, Jr.
Robert L. “Bo” Copeland, Jr abstained

The count of votes results in the election of Robert L. Copeland Jr. as president of the Board of Trustees.

Robert Schmidt moved to nominate Mike Egbert as Vice-President of the Board of Trustees. Leonard Gaston seconded the motion. No other nomination was made. All aye.

Doug Drake moved to nominate Chad Chenoweth as Secretary of the Board of Trustees. Mike Egbert seconded the motion. Randy Rolke nominated Robert Schmidt as Secretary of the Board of Trustees. Robert Schmidt declined the nomination. A vote on the nomination of Chad Chenoweth to serve as Secretary resulted in all ayes.

The following Trustees were voted into office:

Robert L. Copeland, Jr.	President
Michael Egbert	Vice President
Chad Chenoweth	Secretary

Employee Dustan Marshall provided a topic paper to the Board regarding the Education Reimbursement for MBA Program. Dustan informed the Board that without this assistance from the Board and the support of the District’s Senior Leadership, he would not have been able to complete the program and extended a thank you for continued support.

Phil Sackenheim presented the Field Mowing Agreements for 2020.

The following change orders / purchase requests were submitted for approval:

- Smithcorp, Inc. / Middletown Germantown Road Bridge Water Main Rerouting - \$7,680.09 increase due to elevation problems. Robert Schmidt moved to approve the change order. Randy Rolke seconded. All yea.
- AWWA Membership Request / Dustan Marshall - \$204.00. Approved by unanimous consent.

The February and March financial statements were presented by Kenny Hoffman and discussed with the Board. Both financial statements were accepted by unanimous consent.

Sue Vance discussed the District operations during the COVID-19 emergency and financial implications. Sue informed the Board that Customer Service is looking into several agencies that will be able to aid customers with payments and penalties. Some of the positives are OPWC has deferred payment and a possible BWC rebate. Negatives are losing income on disconnects, OPWC funding is on hold and interest rates are declining. Randy Rolke moved to approve the ratification of the Families First Coronavirus Response Act and Family and Medical Leave Expansion and Emergency Sick Leave recommended by Clemans Nelson & Associates as issued to all District employees by the General Manager on March 31, 2020. Robert Schmidt seconded the motion. All yea.

Leonard Gaston moved to rescind the motion to donate \$500 for the Talawanda High School Jazz Band that was scheduled to perform at the 2020 Annual Meeting but requested they be invited back in 2021. Chad Chenoweth seconded. Motion passed with Robert L. "Bo" Copeland, Jr. abstaining from the vote.

Randy Rolke moved to approve the 2021 Annual Meeting date as March 20, 2021 and remain at Hueston Woods Resort and Conference Center. Leonard Gaston seconded. All yea,

Doug Drake moved to accept the Revised / Corrected Personnel Policy Manual. Robert Schmidt seconded. All yea.

Doug Drake moved to approve an additional contribution to employee's HSA accounts; \$250 / single - \$500 / multiple. Robert Schmidt seconded. All yea.

Michael Egbert moved to authorize the execution of the College Corner Wholesale Water Agreement and College Corner update. Randy Rolke seconded. All yea.

The Board directed Sue Vance to notify staff by e-mail regarding PRO-MO and ACE Awards.

Michael Egbert has been appointed to the Ohio Rural Water Association State Board.

Randy Rolke moved to authorize the sale of the following vehicles:

2012 Chevrolet Colorado	132,000 miles
2005 GMC Sierra	145,000 miles
2012 Ford Transit	142,000 miles
2012 Ford F550	140,000 miles
2008 Ford Escape	135,000 miles

Leonard Gaston seconded. A roll call vote resulted in all ayes.

The topic paper relating to the purchase of new vehicles was withdrawn.

Chad Chenoweth moved to reappoint the current members of the Audit Committee - Michael Egbert, Randy Rolke and Robert Schmidt. Randy Rolke seconded. All yea.

Michael Egbert moved to reappoint the current members of the Policy Committee - Chad Chenoweth, Doug Drake and Leonard Gaston. Randy Rolke seconded. All yea.

The 2020 NRWA WaterPro Conference held on September 14-16, 2020 will be attended by Rob Brehm, Robert L. Copeland, Jr., Doug Drake, Michael Egbert and Sue Vance.

Doug Drake moved to approve a new rental agreement, policy and rate structure for the District's Hydrant Meter Rental program. Michael Egbert seconded. All yea.

Randy Rolke moved to adjourn the meeting. Chad Chenoweth seconded. All yea. Meeting adjourned at 10:05 p.m.

Respectfully submitted,

Chad Chenoweth, Secretary
Board of Trustees