

---

Southwest Regional Water District  
931<sup>st</sup> Meeting Minutes

---

The 931<sup>st</sup> meeting of the Board of Trustees of the Southwest Regional Water District was held on September 28, 2021, beginning at 7:00 p.m. and called to order by Doug Drake, Board President.

Trustees in attendance were Rob Brehm, Robert L. Copeland, Jr., Chad Chenoweth, Doug Drake, Michael Egbert, Nick Gronas, Clark Kelly, Randy Rolke and Robert Schmidt.

Also, in attendance were Susan E. Vance, General Manager; Phil Sackenheim, Deputy General Manager; Kenny Hoffman, Finance and Business Manager; Sherry Geurin, HR Coordinator; and, Nate Zinsmeister, Infrastructure Manager. Roger Gates, Board Counsel, attended remotely.

The 930<sup>th</sup> Meeting Minutes were approved by consensus.

Susan Vance, General Manager, reported that the District had received three commendations from customers regarding Mike Diefenbacher who works in System Maintenance assisted a customer in finding a leak in his service line; Jeannie Wright who notified a customer of a high bill via letter prior to sending out a bill; and, Tracy Brindle who manually posted a summer sewer credit to this same customer and called them with their new account balance which they paid the same day.

Nate Zinsmeister addressed the Board to give an update on Cyber, Physical and SCADA Security.

The Records Retention Committee, comprising of Kenny Hoffman, Finance and Business Manager, Chad Chenoweth, Board Secretary and Roger Gates, Board General Counsel are to meet, review and discuss changes for record retention.

The Policy Committee will be meeting on Tuesday, October 5, 2021, to review several items, one of which is revisions to the By-Laws. These possible changes will be brought to the October Board Meeting to be considered.

The NRWA 2021 WaterPro Conference proceedings are on the Intranet and available to be viewed.

The following miscellaneous invoices / purchase requests were submitted for approval:

- Moody's of Dayton / Metcalf Plant #2 Well Rehabilitation change order #1 in the amount of \$16,120.00 for a motor. Robert L. Copeland, Jr. moved to authorize the General Manager to execute Change Order #1. Michael Egbert seconded. Motion passed.
- Michael Egbert requested reimbursement in the amount of \$149.64 for hotel accommodations while attending the ORWA State Board Members meeting. Nick Gronas moved to approve the reimbursement. Randy Rolke seconded. Motion passed.
- Sue Vance requested reimbursement in the amount of \$576.00 for accumulated charges while attending the NRWA WaterPro Conference in Milwaukee. Clark Kelly moved to approve the reimbursement. Robert L. Copeland, Jr. seconded. Motion passed.

Robert Schmidt moved to accept the 2021 August Financial statements pending Kenny's revision of line items mentioned by Robert Schmidt. Michael Egbert seconded. Motion passed.

The ORWA Board of Directors Candidate Qualification and Consent Form was brought back to the table for any Board Members who may be interested. No action needed.

The ORWA 2021 Fall Quarterly Meeting has had a change of venue to the Barn of Stratford located in Delaware, Ohio. Trustees attending are Rob Brehm, Robert L. Copeland, Jr., Michael Egbert, Nick Gronas, Clark Kelly, and Robert Schmidt.

Michael Egbert motioned to allow the cancellation of the Short-Term Disability Insurance Policy through Mutual of Omaha for all non-bargaining unit employees effective October 31, 2021. Robert L. Copeland, Jr. seconded. Motion passed.

Nick Gronas moved to approve the 2022 budget expense for participation in the Hamilton to New Baltimore Groundwater Consortium in the amount of \$36,157.54 and authorize the General Manager to approve invoices for program expenses and monitoring and analytic expenses. Clark Kelly seconded. Motion passed.

Chad Chenoweth moved to adopt Resolution #1540-2021, OPWC Application for Grants or Loans for 2022 infrastructure projects (West Elkton Road Water Main Replacement and Rehabilitation of Somerville Standpipe) and authorize the General Manager to file the application. The resolution also designates the General Manager as the official to administer and execute OPWC contracts related to the projects. Rob Brehm seconded. Motion passed.

Michael Egbert moved to authorize the General Manager to execute and administer contracts with JC Underground Utility & Construction, LLC for the Cedar Glen Way Water Main Replacement project in the amount of \$80,246.00. Randy Rolke seconded. Motion passed.

Robert Schmidt moved to authorize the General Manager to administer and execute a contract with Clearcreek Coatings LLC for the Rehabilitation of Millville Elevated Storage Tank project in the amount of \$231,900.00. Rob Brehm seconded. Motion passed.

Chad Chenoweth moved to authorize the General Manager to administer and execute a contract with Signature CO2 Services for the North Plant CO2 Tank "A" Rehabilitation in the amount of \$255,000.00. Clark Kelly seconded. Motion passed.

Michael Egbert moved to adopt Resolution #1541-2021, Cancellation of Services. Robert L. Copeland, Jr. seconded. Motion passed.

Rob Brehm moved to adjourn to Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a District employee and to consider the purchase of property for a public purpose. Roll call: Rob Brehm, yea; Chad Chenoweth, yea; Robert L. Copeland, Jr., yea; Doug Drake, yea; Michael Egbert, yea; Nicholas Gronas, yea; Clark Kelly, yea; Randy Rolke, yea; and, Robert Schmidt, yea.

Michael Egbert moved to Return to Regular Session. Randy Rolke seconded. Motion passed.

Rob Brehm moved to award Mike Heinrich, Distribution Supervisor, a one-time pay adjustment in the amount of \$500.00 on his final check in acknowledgement of his retirement from the District. Nick Gronas seconded. Motion passed.

Robert Schmidt moved to adjourn. Michael Egbert seconded. Motion passed.

Meeting adjourned at 8:40 p.m.

Respectfully submitted,

Chad Chenoweth, Secretary  
Board of Trustees

DOCUMENTS INCLUDED:

- 930<sup>th</sup> Meeting Minutes
- Change Order #1 / Moody's of Dayton
- August 2021 Financial Statements
- Short-Term Disability Insurance Benefit Topic Paper
- Hamilton to New Baltimore Groundwater Consortium 2022 Budget Topic Paper
- Resolution #1540-2021 / Application for OPWC Grants or Loans
- Cedar Glen Way Water Main Replacement Topic Paper
- Rehabilitation of Millville Elevated Storage Tank Topic Paper
- North Plant CO<sub>2</sub> Tank "A" Rehabilitation Topic Paper
- Resolution #1541-2021 / Cancellation of Services