
**Southwest Regional Water District
932nd Meeting Minutes**

The 932nd meeting of the Board of Trustees of the Southwest Regional Water District was held on October 26, 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, and Randy Rolke. Robert Schmidt entered the meeting at 7:03 p.m.

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

The 931st Meeting Minutes were approved by consensus.

Because of some wording issues, the September 28, 2021, acceptance of the Audit Committee Minutes was postponed until next month.

The following actions were taken based on recommendations from the October 5, 2021, Policy Committee Meeting:

- Robert L. Copeland, Jr. moved to approve changes to the District's By-Laws as presented with one change: retain language in Article IV (4) that relates to a person's ability to request and purchase advance notice of certain meetings. Michael Egbert seconded. All yea.
- Michael Egbert moved to increase call pay for non-bargaining unit personnel with rate escalation spreadsheet (PPM Section 4.05). Randy Rolke seconded. All yea.
- Michael Egbert moved to remove reference to short-term disability insurance benefits in Section 5.10 and replace "sickness and accident benefits with "other" benefits in Section 5.01 of the Personnel Policy Manual. Rob Brehm seconded. All yea.
- Rob Brehm moved to approve the front loading of vacation for new hires (PPM Section 5.02). Michael Egbert seconded. All yea.
- Rob Brehm moved to amend the Holiday benefit for non-bargaining unit personnel consistent with bargaining unit employees' benefits (PPM Section 5.03). Nick Gronas seconded. All yea.
- Michael Egbert moved to approve a change to the returned check / ACH fee from \$25.00 to the State of Ohio maximum fee of \$30.00. Nick Gronas seconded. All yea.
- Michael Egbert moved to approve "no limit" on attendance at the Annual WaterPro Conference barring financial hardship, at which time the prioritization of attendance would again be enacted. Rob Brehm seconded. Roll call: Rob Brehm, yea; Chad Chenoweth, yea; Robert L. Copeland, Jr., nay; Michael Egbert, yea; Nicholas Gronas, yea; Clark Kelly, yea; Randy Rolke, yea; and, Robert Schmidt, yea. Motion passed 7-1.
- Nick Gronas moved to approve the addition of a "Regulatory Compliance and Safety Manager" position and amend the Engineering Technician position. Michael Egbert seconded. All yea.
- Robert L. Copeland, Jr. moved to approve miscellaneous grammatical corrections made to the By-Laws, Sections 4 and 5 of the Personnel Policy Manual and the two position descriptions under

review. Rob Brehm seconded. All yea.

Michael Egbert moved to approve payment of \$672.00 to Giant Maintenance and Restoration, Inc. for the painting of eight additional hydrants not identified in the original scope of work. Nick Gronas seconded. All yea.

Phil Sackenheim updated the Board on the AMR Repairs and stated that 97% are battery issues. No action needed.

Randy Rolke moved to approve reimbursement in the amount of \$16.50 to Sue Vance, General Manager, for tolls charged on the trip to the WaterPro Conference held in Milwaukee, WI. Robert L. Copeland, Jr. seconded. All yea.

Robert Schmidt moved to accept the 2021 September Financial Statements as presented. Robert L. Copeland, Jr. seconded. All yea.

Michael Egbert moved to approve Resolution #1542-2021 for the Connection Fee Schedule effective January 2022 (Water System Capacity Fee Study attached). Robert L. Copeland, Jr. seconded. All yea.

An Auxiliary Service Connection Rate Schedule was discussed to fix an annual rate schedule based on line size for customers with an auxiliary service connection. No approval needed. A formal recommendation will be presented at the November 16, 2021, Board Meeting.

Michael Egbert moved to increase customer completed yard restoration compensation from current amounts to:

- \$120 for less than 400 square feet;
- \$170 for 401 to 600 square feet; and
- \$300 for greater than 601 square feet.

Chad Chenoweth seconded. All yea.

Robert L. Copeland, Jr. moved to appoint Rob Brehm to the Nominating Committee. Michael Egbert seconded. All yea.

Randy Rolke moved to provide prepaid postage return envelopes for Election of Trustee Ballots. Robert Schmidt seconded. All yea.

Discussion took place about the venue for the 2022 Annual Meeting of Customers. Staff was directed to explore venues for the 2022 Annual Meeting that seat more than 200 persons. Providing a meal is a secondary concern to securing a location that can meet our needs with sufficient space.

Clark Kelly moved to authorize District staff to advertise for construction bids for "Middletown-Eaton Road Water Main Replacement Phase 2 (West Alexandrian Road to Hill Street)". Michael Egbert seconded. All yea.

Robert L. Copeland, Jr. moved to rescind the bid award to Signature CO₂ Services for the North Plant CO₂ Tank "A" Rehabilitation Project in the amount of \$255,000.00 as it is a non-responsive bid and award the

bid for this project to the second lowest bidder, Kennedy Tank and Manufacturing Company in the amount of \$300,856.00 and authorize the General Manager to execute and administer the contract. Chad Chenoweth seconded. All yea.

Chad Chenoweth moved to approve the Board Christmas Dinner at a cost not to exceed \$1,500.00. The dinner will be held at Hueston Woods Lodge Fireside Room on Friday, December 16, 2021, from 6:30 p.m. – 9:30 p.m. Michael Egbert seconded. All yea.

Randy Rolke moved to authorize the General Manager or designee to coordinate logistics to provide employees with a paid Christmas Lunch on or about the last workday prior to Christmas Eve at a cost not to exceed \$1,500.00. Michael Egbert seconded. All yea.

Clark Kelly moved to approve the purchase of fruit baskets / peanut trio gift set for the Answering Service and cleaning crew for 2021 at a cost not to exceed a total of \$80.00. Chad Chenoweth seconded. Roll call: Rob Brehm, yea; Chad Chenoweth, yea; Robert L. Copeland, Jr., abstained; Michael Egbert, yea; Nicholas Gronas, yea; Clark Kelly, yea; Randy Rolke, yea; and, Robert Schmidt, yea. Motion passed 7-1.

Rob Brehm moved to adjourn. Randy Rolke seconded. Motion passed.

Meeting adjourned at 9:18 p.m.

Respectfully submitted,



Chad Chenoweth, Secretary
Board of Trustees

DOCUMENTS INCLUDED:

- 931st Meeting Minutes
- 09/28/2021 Audit Committee Special Meeting Minutes
- 10/05/2021 Policy Committee Special Meeting Minutes and Attachments
- Hydrant Painting 2021
- Reimbursement for General Manager
- September 2021 Financial Statements
- 2022 Auxiliary Service Connection Rate Schedule
- Water System Capacity Fee Study
- Customer Yard Restoration
- Middletown Eaton Road Water Main Replacement Phase 2
- 2021 Board Christmas Dinner
- 2021 Employee Christmas Lunch
- Fruit Baskets