
Southwest Regional Water District
933rd Meeting Minutes

The 933rd meeting of the Board of Trustees of the Southwest Regional Water District was held on November 16, 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 Jason Francis, Engineering Manager. Roger Gates, Board Counsel, attended remotely.

The 932nd Meeting Minutes were approved by consensus with one name change in the last paragraph; Rob Brehm to Robert Brehm.

The November 9, 2021, Audit Committee Meeting minutes were accepted by consensus. During discussion, Kenny Hoffman, Finance and Business Manager reviewed the Minimum Cash Balance Guidelines and Calculations for the upcoming year, and also informed the Board that the Audit Report Financial Metric Comparisons with Peers is available on the intranet.

Chemical purchasing was discussed. Staff reported we should be prepared to see a possible increase from \$300,000.00 to \$1,000,000.00 in bid pricing for this coming year. Sue Vance, General Manager, will update the Board as bids are received. A bid addendum was issued to provide for shorter contract terms.

The Records Commission updated the Records Retention Schedule (RC-2) and is waiting for State of Ohio approval.

Kenny Hoffman, Finance and Business Manager, updated the Board on Leak Protection Insurance. After printing an article in the quarterly newsletter, we have had a 17% increase in customers participating in the insurance program.

Randy Rolke moved to approve the renewal of Ohio Rural Water Association's 2022 dues for Sue Vance in the amount of \$30.00. Clark Kelly seconded. Motion passed.

Michael Egbert moved to approve the renewal of National Rural Water Association's 2022 dues for Sue Vance in the amount of \$49.00. Randy Rolke seconded. Motion passed.

The revised minutes from the September 28, 2021, Audit Committee were presented and accepted by consensus.

Chad Chenoweth moved to approve the modified organizational chart as presented and establish a pay range for the newly created position of Regulatory Compliance and Safety Manager at \$33.00/hour to

\$45.00/hour and designate the position as non-exempt. Michael Egbert seconded. Motion passed.

Michael Egbert moved to approve Resolution #1543-2021, adopting the auxiliary Service Connection Capacity Charge as attached hereto and incorporated herein for reference. Robert Schmidt seconded. Motion passed.

Randy Rolke moved to designate the following positions to serve as authorized signers for all District held bank accounts and investment accounts and to revoke all others: Board President / Finance and Business Manager / General Manager. Rob Brehm seconded. Motion passed.

Robert L. Copeland, Jr. moved to amend the General Manager's spending authority solely for the purchase of two replacement vehicles and authorize her to spend up to \$49,900.00 (each) to purchase replacements for vehicle items 18AT and 37AT or similar vehicles. Michael Egbert seconded. Motion passed.

Clark Kelly moved to hold the Annual Meeting of Customers at Talawanda High School Auditorium on Saturday, March 26, 2022 at 6:30 p.m. There will be no food or drinks served. Michael Egbert seconded. Motion passed.

There was consensus of the Board to include the actual motion as made by the customers who submitted the motion to increase trustee compensation with the 53rd Annual Meeting and Agenda and post the complete document on the website..

Michael Egbert moved to adjourn to Executive Session to confer with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Robert L. Copeland, Jr. seconded. Roll call: Rob Brehm, yea; Chad Chenoweth, yea; Robert L. Copeland, Jr., yea; Michael Egbert, yea; Nicholas Gronas, yea; Clark Kelly, yea; Randy Rolke, yea; and, Robert Schmidt, yea.

Rob Brehm moved to return to Regular Session. Michael Egbert seconded. Motion passed.

Chad Chenoweth moved to adjourn. Randy Rolke seconded.

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Chad Chenoweth, Secretary
Board of Trustees

DOCUMENTS INCLUDED:

- 932nd Meeting Minutes
- 11/09/2021 Audit Committee Minutes and Attachments
- Leak Protection Insurance Update
- 2022 ORWA and NRWA Membership Renewal
- 09/28/2021 Audit Committee Minutes REVISED
- Regulatory Compliance Salary_Org Chart
- Organizational Chart with Names
- Resolution #1543-2021
- Authorized Bank Signers
- New Vehicle Purchase 2021
- Annual Meeting 2022
- Draft Ballot Language