

---

Southwest Regional Water District  
934<sup>th</sup> Meeting Minutes

---

The 934<sup>th</sup> meeting of the Board of Trustees of the Southwest Regional Water District was held on December 14, 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, Clark Kelly, Randy Rolke, and Robert Schmidt. Nick Gronas was absent.

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 933<sup>rd</sup> Meeting Minutes were approved by consensus.

The November 16, 2021 Audit Committee Meeting Minutes were accepted by consensus.

Susan Hengehold, a customer on Cincinnati Brookville Road, phoned the office to say "thank you" to Drew Wagster, Tony Brosey and Dustin Dittman for working so hard to get her water back on before she served Thanksgiving dinner.

The Board was given the following information: the District received the Auditor of State award for our clean audit, which is received by fewer than 8% of the entities audited; our Records Retention schedule was accepted by the Ohio Historical Society; and we will soon be offering customers additional ways to pay their water bills. Each Board member in attendance was given a 2022 calendar that was compiled by District staff for our customers.

Sue Vance informed the Board of two new employees. Mark Smith has been hired to fill the position of Distribution Supervisor and Sarah Affrunti will fill the new position of Regulatory Compliance and Safety Manager.

Rob Brehm moved to approve a contract change order in the amount of \$11,210.00 submitted by Moody's of Dayton, Inc. for the Metcalf Plant #2 Well Rehabilitation project. The change order was to provide labor and material to remove and install new drop pipe. Michael Egbert seconded. Motion passed.

Randy Rolke moved to accept the October 2021 Financial Statements as presented. Chad Chenoweth seconded. Motion passed.

The Annual Meeting Agenda was discussed to adjust wording and language changes.

Michael Egbert moved to approve changes to Chapter 4 of the Personnel Policy Manual as presented with one addition, which is to insert language similar to that found in section 4.07(1)(c) that prevents an employee from having a pay adjustment that moves him or her outside the established pay range. Robert L. Copeland, Jr. seconded. Motion passed.

Robert L. Copeland, Jr. moved to approve an across-the-board pay increase of 5.5% for the 2022 calendar year for non-bargaining unit employees. Robert Schmidt seconded. Motion passed.

Chad Chenoweth moved to award chemical contracts as recommended and authorize the General Manager and/or Operations and Maintenance Manager to sign award letters and execute and administer agreements. Michael Egbert seconded. Motion passed.

Randy Rolke moved to adopt Resolution #1544-2021 approving the 2022 Revised Operating Budget and Resolution #1545-2021 Adopting the 2022 Appropriation Measure. Robert L. Copeland, Jr. seconded. Motion passed.

Clark Kelly moved to adopt Resolution #1546-2021 2021 Amending the 2021 Cash Basis. Randy Rolke seconded. Motion passed.

Chad Chenoweth moved to authorize the General Manager to execute and administer a contract with Moonlite Municipal Contracting LLC for the Middletown-Eaton Road Water Main Replacement, Phase 2 project, Ductile Iron Alternate, in the amount of \$752,887.50. Michael Egbert seconded. Motion passed.

Michael Egbert moved to approve the 2022 Board Meeting calendar as presented. Randy Rolke seconded. Motion passed.

Randy Rolke moved to appoint Jen Hale as Chairperson and Connie Reinhardt to the nominating Committee, along with Trustee Rob Brehm. Robert L. Copeland, Jr. seconded. Motion passed.

Clark Kelly 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. Chad Chenoweth seconded. Roll call: Rob Brehm, yea; Chad Chenoweth, yea; Robert L. Copeland, Jr., yea; Michael Egbert, yea; Clark Kelly, yea; Randy Rolke, yea; and, Robert Schmidt, yea.

Rob Brehm moved to return to Regular Session. Robert L. Copeland, Jr. seconded. Motion passed.

Robert L. Copeland, Jr. moved to authorize the General Manager to resolve the Miami Valley Regional Topsoil, LLC case pursuant to the terms communicated by Frost, Brown, Todd, LLC. Rob Brehm seconded. Motion passed.

Robert Schmidt moved to adjourn. Rob Brehm seconded.

Meeting adjourned 8:58 p.m.

Respectfully submitted,



Chad Chenoweth, Secretary  
Board of Trustees

DOCUMENTS INCLUDED:

- 933<sup>rd</sup> Meeting Minutes
- 11/16/2021 Audit Committee Meeting Minutes
- Moody's of Dayton Change Order
- October 2021 Financial Statements
- Salary Survey Results
- Across-the-Board Increases
- Chemical Bids and Unofficial Bid Tab
- Resolution #1544-2021 and Resolution #1545-2021 / Approving 2022 Revised Operating Budget
- Resolution #1546-2021 / Amending 2021 Operating Budget Appropriation
- Middletown-Eaton Road Water Main Replacement Phase 2 / Contract Award
- 2022 Board Meeting Calendar