

NORWOOD SANITATION DISTRICT – REGULAR MEETING

October 10TH, 2024 AT 6:30PM

NORWOOD TOWN HALL

BOARD MEMBERS PRESENT: Chair – Bernice White, Vice Chair – Brad Campbell, Kerry Welch, and Tom Kyle

STAFF: Administrator - Amanda Pierce and Secretary – Shawny Darby

ABSENT: Mike Grafmyer and ORC – Randy Harris

OTHERS:

Via Zoom: Kathy Smith

CALL MEETING TO ORDER

Bernice White called the regular meeting of the Norwood Sanitation District to order at 6:30pm.

PUBLIC WALK IN PERIOD

REVIEW AGENDA

CONSENT AGENDA

- A. Minutes of September 12th, 2024
- B. September Bills and Accounts

Tom Kyle made a **motion** to accept the consent agenda as presented. Brad Campbell seconded the **motion**. **All** voted **yes**. **Motion passed**.

BOARD BUSINESS

- A. Request for Proposals Regarding an Attorney Update

Amanda Pierce drafted and sent two requests for proposals. She has received nothing back and is waiting on a couple more. We should have an attorney hired by the end of the year.

- B. Emails for Board Members Update

Jason LaFlamme has purchased the domain and should have this executed any day now.

C. Blair and Associates Services

Amanda Pierce states that we are a couple of months behind, but we have Patti Grafmyer coming in and helping with reconciliation. She presented the scope of engagement from Blair and Associates. We are continuing to utilize their services. They will do an extension once we engage.

D. Draft Presentation of 2025 Budget

1. Schedule Budget Work Session

Amanda Pierce presented the 2025 draft budget. It is not fully complete but shows the breakdown of wages and salaries. The NSD board continued further discussion and asked if Patti Grafmyer would be available for the work session next month which will be held at 5:30pm prior to the regular meeting.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

STAFF REPORTS AND ANNOUNCEMENTS

- Randy Harris, Public Works Director

Public Works Director report is hereunto attached.

- Amanda Pierce, Administrator

Amanda Pierce updated the board regarding the rate study. It seems we have a lot of rates for a small municipality so we will be working on that. The NSD board discussed whether we needed to hire another administrator or not and whether the administrator for the Town of Norwood would be shared or not.

Kerry Welch announced that Amanda Pierce was nominated by CMCA as Clerk of the Year and Becky Hannigan was nominated as Rookie of the Year.

ADJOURN

Brad Campbell made a motion to adjourn the meeting at 6:55pm.

APPROVED

APPROVED AS CORRECTED