

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, APRIL 12, 2018**

A regular meeting of the Northwestern Water and Sewer District Board of Trustees was held in the Board Room of the Northwestern Water and Sewer District, Bowling Green, Ohio on Thursday, April 12, 2018 at 7:30 a.m.

Mr. Mark Sheffer, Chairman, brought the meeting to order and requested that the roll be called:

Rob Armstrong		John Cheney
Bill Hirzel	Melinda Kale	Leonard Michaels
Doug Miller	Mark Sheffer	Bill Verbosky

Members absent: Steve Arnold

Others:

Jerry Greiner	Gavin Smith	Kay Ball
Leanne O'Brien	Garrett Chamberlain	Dan Wickard
Theresa Pollick	Beth Vannett	

Rex Huffman & Carl Ireland, Spitler, Huffman & Newlove
Neal Materni, Poggemeyer Design Group

Jack Kieffer, 13205 Union Hill Rd., Bowling Green, OH 43402

Approval of Minutes

The minutes of the regular meeting held on March 22, 2018 were reviewed; John Cheney made a motion to approve the minutes. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Correspondence

Jerry Greiner stated all correspondence has been loaded to the iPads. Unless there is interest, all further correspondence will be shared electronically only.

Report by President and Other Officials

Jerry Greiner reported:

- Hired Grant Adams as full-time GIS Analyst effective May 6th
- Poggemeyer will be studying the Dunbridge Road Area corridor for commercial development opportunities for water and sewer needs.
- TAWA discussions have stalled
- Waiting on documents from USDA for the McComb WWTP to bid
- Open House will be held May 6th

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- Will be contacting adjoining counties for visit to their commissioner meetings.
- MudHens employee picnic will be held June 29th.
- Dick Heyman will be going to part-time starting April 30th.
- Professional board photos will be taken at the next meeting in April or first meeting in May.

Reports of Committees:

John Cheney reported the Safety Committee met on April 4th and discussed the following:

- 2 incidents occurred
- Committee members attended Safety Council meeting discussing the opioid crisis.
- Installing reflective tape on all the trucks
- Working with Rural Lorain to assist them in starting a safety program

Jerry Greiner stated that the IT Committee will be meeting on May 17th and the Governance Committee will meet April 19th.

Unfinished Business:

Resolution 2018-20. Authorize the issuance of sewer revenue bond for the Village of McComb Wastewater Treatment Plant, SS #28. Jerry Greiner asked that this resolution be removed from the agenda. Doug Miller made a motion to bring to the floor, Leonard Michaels seconded the motion. A roll call vote was taken with all present voting Yes. Doug Miller made a motion to remove. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

New Business

Resolution 2018-25. Authorize the advertisement for bid for the Village of McComb Wastewater Treatment Plant, SS #28. Jerry Greiner stated this resolution is to authorize the advertisement for bid for the McComb Wastewater Treatment Plant once released by USDA. Dates are to be determined and the engineer's estimate for construction is \$6,383,185.00, he said. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-26. Approval of a petition for annexation for the Village of McComb. Jerry Greiner stated this resolution is to approve the annexation of the land for the new sewer plant to the Village of McComb at their request. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-27. Amendment #1, Expenditure Appropriations for the Fiscal Year 2017. Kay Ball stated this is the annual budget amendment based on 2017 actual revenue and expenditures. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2018-28. Authorization to apply to OWDA for the Oregon Road (Chrysler) and Bays Road Elevated Tank Rehabilitation, WL #101/#306A4. Garret Chamberlain stated this resolution is authorization to apply to OWDA for loan funding for the project. The loan total will be \$417,200.00 for 20 years at 2.89% he said. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-29. Authorize a contract with Poggemeyer Design Group for the Rossford Tree Streets Waterline Replacement, WL #5007. Garret Chamberlain stated this resolution is to approve a contract with Poggemeyer Design Group for the Rossford Tree Streets Waterline Replacement. The contract total is \$63,900 which includes inspection, he said. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-30. Receipt and action on bids received for the White Road, Vineyard Road and Riverbend Court Waterline Improvements, WL #139F. Garret Chamberlain stated bids were received for this project and recommends the project be awarded to Ed Kelly & Sons for \$570,285.00. The engineer's estimate on the project is \$724,000.00, he said. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-31. Change order #1-Final and release of retainage, Zee Construction for the Weston Main Street and Sand Ridge Road Pumpstation Rehab, SS #2301. Garret Chamberlain stated this change order is for an additional \$790.00 for final quantity adjustments. Mr. Chamberlain also asked that retainage in the amount of \$11,767.60 be released to the contractor. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	April 26, 2018 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	May 10, 2018 7:30 a.m.	District Operations Facility Regular Meeting

Executive Session

Doug Miller asked for Executive Session to discuss the president's review and salary. Bill Verbosky made a motion to go into Executive Session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

Rob Armstrong made a motion to return to regular session. John Cheney seconded the motion. A roll call vote was taken with all present voting yes.

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Adjournment

Bill Verbosky made a motion to adjourn. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John A. Cheney
Secretary

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