

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MAY 10, 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, May 10, 2018 at 7:30 a.m.

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

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

Members absent: Bill Hirzel

Others:

Theresa Pollick	Gavin Smith	Kay Ball
Leanne O'Brien	Garrett Chamberlain	Simon Gundy
Kendall Glandorff	Beth Vannett	Tom Stalter
Kacie Kuesar		

Rex Huffman & Carl Ireland, Spitler, Huffman & Newlove

Approval of Minutes

The minutes of the regular meeting held on April 26, 2018 were reviewed; Leonard Michaels made a motion to approve the minutes. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Correspondence

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

Tom Stalter reported:

- TAWA meetings May 9th and 10th
- Engineering Qualifications are ready for top three interviews in May; contact Tom Stalter if interested.
- First Solar is expanding and the impact on the District was reviewed
- McComb WWTP bid ads are out, due by May 31st.
- Looking to do bus tour in May or June

Theresa Pollick reported:

- Open house on May 6th was a success. Asked for feedback from board on costs, date, etc.

Regular Board Meeting
May 10, 2018

- A link to new pictures for website has been sent out by email for review.
- NOMA dinner will be held May 30th.
- Received 2 VIP tickets for Chautauqua Event on June 19th if anyone is interested.
- Continuing to meet with adjacent counties. Still have Lucas and Fulton to visit.
- Mud Hens picnic will be held June 29th.

Kay Ball reported:

- Introduced Kacie Kuesar and Kendall Glandorff to the board, they are working here for the summer working on document imaging project.

Reports of Committees:

None to Report

Unfinished Business:

None

New Business

Resolution 2018-37. Authorize an agreement with the USDA Rural Development Services for the Village of McComb Wastewater Treatment Plant, SS #28. Garret Chamberlain stated this resolution is to authorize a loan agreement with USDA for the McComb wastewater treatment plant. The loan amount for the project is \$5,139,000.00, he said. Bill Verbosky made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-38. Authorize a grant agreement with USDA for the Village of McComb Wastewater Treatment Plant, SS #28. Garret Chamberlain stated this resolution is to approve a grant agreement with USDA for the McComb Wastewater Treatment Plant, SS #28. The grant total is \$2,794,000.00, he said. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. . **Approved.**

Resolution 2018-39. Change order #1, Speer Bros., Inc., for the Hamlet Subdivision Waterline Replacement, WL #127A. Garret Chamberlain stated this change order is for an increase of \$5,313.18 for subsurface conditions found. Steve Arnold made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-40. Change order #1-Final and Release of Retainage, RG Zachrich Construction for the Cummings Tri-State Pump Rehabilitation, SS #146. Garret Chamberlain stated this change order is for an increase of \$1,908.42 for additional work necessary. Mr. Chamberlain also requested retainage in the amount of \$5,825.55 be released to close out the contract. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Regular Board Meeting
May 10, 2018

Resolution 2018-41. Approval of an intergovernmental agreement with the City of Rossford for Stormwater Billing Service. Garret Chamberlain stated this resolution is to approve an intergovernmental agreement with the City of Rossford for stormwater billing. The District will receive \$.50 per bill. John Cheney made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-42. Authorize the sale of surplus items to the Village of Pemberville. Simon stated this resolution is for authorization to sell used telemetry equipment to the Village of Pemberville for \$5,000.00. Leonard Michaels made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-43. Authorize the sale of surplus items via internet auction. Simon stated this resolution is to approve the sale of one (1) utility truck via GovDeals internet auction. 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 2018-44. Approval of an Accommodation Tap Agreement with Jacob T. Cordonnier and Susan M. Cordonnier, WL #317. Tom stated this resolution is for approval of an accommodation tap for water on Green Road. Mr. Stalter stated there are 2 existing accommodation taps, but recommends the approval of this resolution as the owner's home is almost finished. Leonard Michaels made a motion to approve. John Cheney 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: May 24, 2018 District Operations Facility
7:30 a.m. Regular Meeting

Regular Meeting: June 14, 2018 District Operations Facility
7:30 a.m. Regular Meeting

Executive Session

Kay Ball asked the board go into Executive Session to discuss personnel issues. Leonard Michaels made a motion to go into Executive Session. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes.

Bill Verbosky made a motion to return to regular session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

Regular Board Meeting
May 10, 2018

Adjournment

Leonard Michaels made a motion to adjourn. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John A. Cheney
Secretary

/lob