

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JULY 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, July 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	Steve Arnold	John Cheney
Bill Hirzel	Melinda Kale	Bill Verbosky
Doug Miller	Mark Sheffer	

Members Absent: Leonard Michaels*

Others:

Theresa Pollick	Tom Stalter	Kay Ball
Stephanie Keefer	Garrett Chamberlain	Jerry Greiner
Dan Wickard		

Rex Huffman & Carl Ireland, Spitler, Huffman & Newlove

Neal Materni, Poggemeyer Design Group

Ted Bennett, Deanna Uhl, Jones & Henry Engineers

Jack Kieffer, 13203 Union Hill Rd., Bowling Green, OH

Evelyn & Lyle Schulte

Approval of Minutes

The minutes of the regular meeting held on June 28, 2018 were reviewed; John Cheney made a motion to approve the minutes. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

*After the approval of minutes, Leonard Michaels joined the meeting.

Correspondence

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

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Report by President and Other Officials

Jerry Greiner reported:

- Board nomination update was discussed.
- CORD update was given.
- An update on the regional water discussions was provided.
- House Bill 602 update was given.
- Richard Heyman attended a recent council meeting in McComb and provided project updates to them.
- A possible public meeting to discuss regional water options could be planned for the fall. This would be similar to the previous one in the earlier part of this year.
- An internal planning meeting was conducted with the District mgmt. staff. A summary would be forthcoming.
- Research on delinquent accounts involving individuals with severe health issues was discussed. The District's legal counsel is reviewing.
- A land purchase on E. Broadway was presented. Executive session will occur today to discuss this matter further.

Reports of Committees:

None to Report

Unfinished Business:

Resolution 2018-54. Authorization to advertise for the Rossford Tree Streets Waterline Replacement, WL #5007. Garret Chamberlain stated this resolution was the authorization to bid the project. Jerry Greiner asked that this resolution be tabled. Bill Hirzel made a motion to table. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2018-66. Authorize the certification of delinquent water and sewer bills. Jerry Greiner stated this resolution is the annual authorization to certify delinquent water and sewer bills to the Wood County Auditor once the 30-day notice is given. Steve Arnold made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-67. Approval of a lease agreement with the Wood County Commissioners for a bulk water station at the Wood County Landfill. Jerry Greiner stated this resolution is to renew the lease of the bulk water station at the Wood County landfill for an additional 5 years. He also stated that this lease agreement would be subject to the District's legal counsel's final review as the agreement is currently at the county prosecutor for its review. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2018-68. Authorization to participate in an AOP Well Analysis. Tom Stater stated that AOP (Artesian of Pioneer) has formed a coalition of neighboring communities to look at a possible water alternative using the Michindoh aquifer. He stated that AOP would drill several wells and test these to find out their actual capacity. He stated further that this resolution would authorize the District to participate in proceeding with the drilling/testing and that the costs would be shared among the participating communities (currently 6). Questions from the board members were taken and Melinda Kale made a motion to approve with the stipulation that the District's financial participation be a maximum amount of \$27,500.00. Doug Miller seconded the motion. A roll call vote was taken with all voting yes with the exception of Bill Hirzel who voted no. **Approved.**

Resolution 2018-69. Approval of request for qualification statements to perform a comprehensive rate study. Tom Stalter stated that previous rate studies were done internally. This resolution would allow the District to advertise for qualifications for a more comprehensive study. He further added that this only allows the District to choose firms first based on qualifications. The price for the study would then be negotiated once a firm has been selected. Jerry Greiner added that doing a comprehensive rate study would be advantageous to sort out current social issues that occur as to define the fixed costs of delivering water and sewer services and volume charges. 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 2018-70. Resolution of special assessments for miscellaneous water and sewer projects. Garret Chamberlain stated that this resolution is to approve the assessments for various water and sewer projects to be certified to the county auditor in September. The amounts may be smaller should the owners pay during the 30-day payment period, Jerry Greiner said. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-71. Change order #1 Peterson Construction for the McComb Raw Water Pump Station Improvements, WL #2813. Garret Chamberlain stated that this change order is for debris cleaning at one of the intake gates due to discovered debris and silt. Once this is cleaned, the new gate can be installed, he said. 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 2018-72. Amendment #2, Jones & Henry Engineers for the #100 Area Lead Service Elimination/Replacement Phase I project. Garret Chamberlain stated that this amendment is for the extra time involved in helping the District to comply with the EPA rules during the plan approval stage. Leonard Michaels made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-73. Amendment #2, Jones & Henry Engineers for the Perrysburg Service Area I & I Reduction project. Garret Chamberlain stated that Jones & Henry spent additional time reviewing shop drawings because of a material revision and had additional engineering services that was not anticipated in the pricing of the prior amendment. The board discussed these issues with Ted Bennett. After this discussion, Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel and Steve Arnold who voted no. **Approved.**

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Resolution 2018-74. Authorization to advertise for the Weston Center Street & Euler Road WL Improvements, WL #2308a and the Cygnet Road WL Improvements, WL #1803. Garret Chamberlain explained that this project involves the replacement of several waterlines in Weston and in Cygnet. He stated that the construction estimate is \$402,000.00. Advertising will take place on July 13th and July 27th with bids opening on August 2nd, he said. Steve Arnold made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted no. **Approved.**

Resolution 2018-75. In the matter of authorizing the application to apply for, accept and enter into an Ohio Water Development Authority loan fund agreement for the Weston Center Street & Euler Road WL Improvements, WL #2308a and the Cygnet Road WL Improvements, WL #1803. Garret Chamberlain explained that we will be applying for an OWDA construction loan for this project. Kay Ball answered several questions concerning the interest rate. After this discussion, Steve Arnold made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

Jerry Greiner mentioned that an Extension Committee meeting would be scheduled soon. Doug Miller added that an Administrative and Governance meetings would also be forthcoming, too.

Regular Meeting Dates

Regular Meeting:	July 12, 2018 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	July 26, 2018 7:30 a.m.	District Operations Facility Regular Meeting

Executive Session

Jerry Greiner requested the board go into Executive Session to discuss a possible land purchase. Rob Armstrong made a motion to go into Executive Session. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes.

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

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Adjournment

Leonard Michaels 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