

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, SEPTEMBER 13, 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, September 13, 2018 at 7:30 a.m.

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

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

Members Absent: Rob Armstrong

Others:

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

Carl Ireland, Spitler, Huffman & Newlove

Jack Kieffer, 13207 Union Hill Rd., Bowling Green, OH 43402

Approval of Minutes

The minutes of the regular meeting held on August 23, 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.**

Correspondence

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

Bill Verbosky joined the meeting at 7:35 a.m.

Report by President and Other Officials

Jerry Greiner reported:

- WCEDC's Phase III water study, provided by Jack Jones is out
- CORD meeting Friday, September 14th for an update on legislation
- Budget process is underway
- Minutes from the August 30th planning meeting are in the DropBox
- Steve Arnold has received 1 township reappointment vote and Mark Sheffer has received 2 from the municipalities.

Regular Board Meeting
August 23, 2018

Kay Ball reviewed the budget timeline with the board.

Gavin Smith presented a 3 year review of the bulk water stations revenue.

Reports of Committees:

John Cheney reported that the Safety Committee met on September 5th and reviewed the following:

- Work zone safety
- Safe & Sound week
- Truck weights and overloading
- Installation of new strobe lights on trucks

Theresa Pollick reported that the PR Committee met on September 6th and reviewed the following:

- Outreach efforts
- 2019 budget
- Digital newsletters
- Annual customer meeting
- 2019 goals

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.**

Resolution 2018-79. Authorization to purchase real estate. Bill Verbosky made a motion to bring the resolution to the floor. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. Tom Stalter stated this resolution is to authorize the purchase of property adjacent to our current pump station. The purchase price is \$55,375.00 and the sale is subject to final legal review. John Cheney made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2018-97. Receipt and action on bids received for the BG Master Meter Backflow Improvements, WL #301C. Garret Chamberlain stated bids were received for the BG Master Meter Improvements and recommends the project be awarded to Mosser Construction for \$278,412.00. The engineer's estimate on the project is \$465,000.00, he said. Bill Hirzel made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-98. Authorize the release of retainage to VISU Sewer for the Millbury Sanitary Sewer Improvements, SS #200. Garret Chamberlain asked that retainage in the amount of \$40,178.00 be released to the contractor. Bill Verbosky made a motion to approve.

Regular Board Meeting
August 23, 2018

Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-99. Authorize the release of retainage to Speer Bros. Inc., for the Hamlet Subdivision Waterline Replacement, WL #127A. Garret Chamberlain asked that retainage in the amount of \$22,777.43 be released to the contractor. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-100. Authorize the issuance of water and sewer revenue bonds for the Village of McComb Wastewater Treatment Plant, SS #28. Garret Chamberlain stated this resolution is to authorize the issuance of a construction borrowing note for the Village of McComb wastewater treatment plant. 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 2018-101. Personnel Action. Dan Wickard asked that the following personnel actions be approve:

- Approval of Electronic Technician job description

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

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting: September 27, 2018 District Operations Facility
7:30 a.m. Regular Meeting

Regular Meeting: October 11, 2018 District Operations Facility
7:30 a.m. Regular Meeting

Adjournment

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

Respectfully Submitted,

John A. Cheney
Secretary