

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, NOVEMBER 29, 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, November 29, 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	

Members Absent: Bill Hirzel, Bill Verbosky

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

Ted Bennett, Jones & Henry Engineers  
Denise Plummer, Poggemeyer Design Group

Jack Kiefer, 13207 Union Hill Rd., Bowling Green, OH

### **Approval of Minutes**

The minutes of the regular meeting held on November 8, 2018 were reviewed; Leonard Michaels made a motion to approve the minutes. Melinda Kale 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**

Jerry Greiner reported:

- Holiday dinner will be December 12<sup>th</sup> at Stone Ridge
- Employee luncheon will be held December 14<sup>th</sup>.
- Regional Water Discussion meeting will be held on December 18<sup>th</sup> at Holiday Inn French Quarter
- WCEDC Holiday Reception will be held December 6<sup>th</sup> at Holiday Inn French Quarter
- CDBG hearing today for Sugar Ridge.

Regular Board Meeting  
November 29, 2018

- Rossford sent out mailing for stormwater charge.

### **Reports of Committees:**

Tom Stalter stated the Extension Committee met on November 15<sup>th</sup> and stated minutes were in the DropBox.

Mr. Stalter gave the board a brief overview of economic development projects currently underway in Wood County.

### **Unfinished Business:**

None

### **New Business**

**Resolution 2018-118.** Change order #3, Ed Kelly & Sons for the Perrysburg Service Area I & I Project, SS #400. Garret Chamberlain stated this change order is for time only. Mr. Chamberlain stated the new substantial completion date will be May 31<sup>st</sup> and the final completion date will be July 20, 2019. 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 2018-119.** Change order #3-Final and Release of Retainage, VISU Sewer for the Millbury Sanitary Sewer Improvements, SS #200. Garret Chamberlain stated this change order is for a decrease of \$32,338.35 for final quantity adjustments to close out the contract. Steve Arnold made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2018-120.** Authorize the release of retainage to Salenbien Trucking & Excavating for the Rockledge Farms Subdivision Waterline Replacement, WL #173A. Garret Chamberlain requested retainage in the amount of \$8,107.97 be released to the contractor. 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 2018-121.** Change order #3 and partial release of retainage, Peterson Construction for the McComb Raw Water Pump Station Improvements, WL #2813. Garret Chamberlain stated this change order is for an increase of \$1,848.00 to perform additional modifications to the low service pump electrical and add additional conduit. 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 2018-122.** Authorize the release of retainage, E.S. Wagner Co., for the Oregon Retention Basin SS #200 Flow EQ Basin. Garret Chamberlain requested retainage in the amount of \$218,993.05 be released to the contractor as the project is complete. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Regular Board Meeting  
November 29, 2018

**Resolution 2018-123.** Amendment #3, Jones & Henry Engineers for the Perrysburg Service Area I & I Project, SS #400. Garret Chamberlain stated this amendment for an increase of \$12,000.00 is for additional construction engineering services. 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 2018-124.** Expenditure Appropriations for Fiscal Year 2019. Kay Ball asked that this resolution be tabled for further review. Steve Arnold made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2018-125.** In the matter to fixing rates for sewer treatment and collection services, water distribution services and the sale of water in the District service areas. Kay Ball asked that this resolution be tabled for further review. Leonard Michaels made a motion to table. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2018-126.** Amend certain fees and charges for services provided by the District. Kay Ball asked that this resolution be tabled for further review. John Cheney made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

#### **Executive Session**

None

#### **Receipt of Other Comments**

None

#### **Regular Meeting Dates**

Regular Meeting: December 13, 2018                      District Operations Facility  
7:30 a.m.    Regular Meeting

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

#### **Adjournment**

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

Respectfully Submitted,

John A. Cheney  
Secretary