

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, DECEMBER 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, December 13, 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	Leonard Michaels
Doug Miller	Mark Sheffer	Bill Verbosky

Members Absent: None

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

Neal Materni, Poggemeyer Design Group

Approval of Minutes

The minutes of the regular meeting held on November 29, 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.

Report by President and Other Officials

Jerry Greiner reported:

- Employee luncheon will be held December 14th.
- Regional Water Discussion meeting will be held on December 18th at Holiday Inn French Quarter
- Rossford sent out mailing for stormwater charge.
- December 27th board meeting may be changed to a committee of the whole to review regional water issues.
- December 27th commissioner appointed board members will meet with commissioners to present their annual review.
- December 24th office open till noon, closed on the 25th

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Tom Stalter gave a brief overview of economic development projects in the region those included:

- First Solar expansion
- Pilkington expansion
- Project Freddie construction in the Crossroads
- SR 582 study
- CSX expansion

Reports of Committees:

John Cheney stated the Safety Committee met on December 5th, minutes are in the Dropbox for review.

Unfinished Business:

Resolution 2018-124. Expenditure Appropriations for Fiscal Year 2019. Kay Ball stated this is to approve the expenditure appropriations for 2019. Steve Arnold made a motion to bring the resolution to the floor. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. 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 2018-125. 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 stated this resolution is to approve the rates for 2019 with a 1.7% increase for sewer and 2.2% increase for water. Doug Miller made a motion to bring the resolution to the floor. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. John Cheney made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-126. Amend certain fees and charges for services provided by the District. Kay Ball stated this resolution is to amend certain fees and charges for services provided by the District. There were only a few minor changes to the schedule she stated. Bill Verbosky made a motion to bring the resolution to the floor. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. Bill Verbosky made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2018-127. Authorize a renewal of the lease agreement for the Haskins & Poe WaterShed. Jerry Greiner stated this renewal of the lease agreement is for a term of five years and will be at an increase of 3% in rent each year. Steve Arnold made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-128. Acceptance and action on bids received for the Rossford various streets sewer rehab, SS #5001. Garret Chamberlain stated this resolution is to accept and act on bids received for the Rossford various streets sewer rehab. Mr. Chamberlain recommend the project be awarded to Lake County Sewer in the amount of \$767,050.50. Engineer's

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estimate on the project is \$805,000.00, he said. 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 2018-129. Authorize an application to apply for, accept and enter into an Ohio Water Development Authority Loan Fund Agreement for the Rossford Various Streets Sewer Rehab, SS #5001. Garret Chamberlain stated this resolution is to authorize an application for funding through the Ohio Water Development Authority. Rob Armstrong made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-130. Authorize an application to the Ohio EPA/DEFA for a Water Supply Revolving Loan Agreement for the Water Meter Pit Installation/Replacement (Weston, Cygnet, Walbridge and Bloomdale Areas). Tom Stalter stated this resolution is to approve and application for funding for the Water Meter Pit Installation in Weston, Cygnet, Walbridge and Bloomdale. Rob Armstrong made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-131. Change order #4-Final and release of retainage, Peterson Construction for the McComb Raw Water Pumpstation Improvements, WL #2813. Tom Stalter stated this change order is for a decrease of \$1,453.00 to return the balance of the painting allowance. Bill Hirzel made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-132. Approval of the Revisions of the District's Purchase Card Policy. Kay Ball stated this resolution is the approval of the revisions to the District's Purchase Card Policy. The changes reflect changes made to be in compliance with the house bill recently passed. Rob Armstrong made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-133. Continue the appointment of the law firm of Spitler, Huffman LLP for 2019 and 2020. Jerry Greiner stated this resolution is to approve the appointment of Spitler, Huffman LLP for 2019 and 2020. Bill Verbosky made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-134. Accept the nomination of Mark Sheffer to the Board of Trustees. Jerry Greiner stated that Mark Sheffer has been reappointed by the member municipalities to the Board of Trustees. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes with the exception of Mark Sheffer who abstained. **Approved.**

Resolution 2018-135. Accept the appointment of Steve Arnold to the Board of Trustees. Jerry Greiner stated that Steve Arnold has been reappointed by the member townships to the Board of Trustees. Bill Verbosky made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes with the exception of Steve Arnold who abstained. **Approved.**

Resolution 2018-136. Approval of a Developer's Agreement for the waterline and sewerline with First Solar, Inc. WL #101H/SS #140A. Tom Stalter stated this resolution is to approve a

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developer's agreement with First Solar to extend water and sewer services. This agreement with contingent upon Rex Huffman's final approval. Bill Hirzel made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2018-137. Review and action on Accommodation Tap Agreement with Rural Grain Co., SS #2300B. Garret Chamberlain sated this resolution is to approve an accommodation tap with Rural Grain Co to extend sewer services to their new office building. Leonard Michaels 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:	December 27, 2018 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	January 10, 2019 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

John Cheney 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