

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JUNE 13, 2019**

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, June 13, 2019 at 7:30 a.m.

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

Rob Armstrong	John Cheney	Leonard Michaels
Bill Hirzel	Melinda Kale	Doug Miller
Mark Sheffer		

Members absent: Steve Arnold, Bill Verbosky

Others:

Jerry Greiner	Simon Gundy	Beth Vannett
Leanne O'Brien	Garrett Chamberlain	Kay Ball
Dan Wickard	Theresa Pollick	Tom Stalter
Gavin Smith	Erik Blake	Liz Cappelletty
Laurie Mooney		

Rex Huffman, Spitler Huffman, LLP

Ted Bennett, Jones & Henry Engineers

Amy Behrman, Tim Phillips of the Henry County Water & Sewer District and Henry County Commissioner Glenn Miller

At this time the board considered **Resolution 2019-64**, Review and consider merger application with the Henry County Regional Water and Sewer District. Jerry Greiner and the staff provided an outline that they have completed outlining the impact of these operations. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Approval of Minutes**

The minutes of the regular meeting held on May 23, 2019 were reviewed; Rob Armstrong made a motion to approve the minutes. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Correspondence**

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

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### **Reports of Committees:**

John Cheney reported that the Safety Committee met on June 5, 2019. Minutes from the meeting are in the DropBox.

### **Unfinished Business:**

**Resolution 2019-23.** Authorization to advertise for the Vernis Place Sanitary Sewer Replacement, SS #5013. Bill Hirzel made a motion to bring the resolution from the table. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. Garret Chamberlain stated this resolution is authorization to advertise. The advertisement dates are to be determined and the engineer's estimate is \$150,000.00, he said. Doug Miller 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 2019-56.** Amend Resolution 2019-07, Approval of a property lease for a WaterShed a water vending unit on South Main Street in Bowling Green. Tom Stalter stated this amendment is for an increase in monthly rent due to the footprint of the building being larger than originally agreed upon. Rob Armstrong made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2019-57.** Acceptance and action on bids received for the Village of Millbury Phase II Sanitary Sewer Lateral Improvements. Garret Chamberlain recommended the project be awarded to Performance Pipeline for \$843,890.00. The engineer's estimate on the project is \$850,000.00, he said. 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 2019-58.** Authorize the advertisement for bid for the Lime City Waterline Replacement, WL #5010. Garret Chamberlain asked that this resolution be tabled for further review. Doug Miller made a motion to table. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2019-59.** Authorize the advertisement for bid for the Eagle Point Road and Birch Drive Sewer Replacement, SS #5012. Garret Chamberlain stated this resolution is to authorize the advertisement for bid. Bid dates are to be determined and the engineer's estimate on the project is \$1,400,000.00, he said. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2019-60.** Authorize the release of retainage to Industrial Painting Contractors for the Oregon Road (Chrysler) and Bays Road Elevated Tanks Rehabilitation, WL #101F/#306A4. Tom Stalter stated this resolution is to authorize the release of retainage in the amount of \$9,692.00 for the Chrysler Tower and \$13,992.00 for the Bays Road Tower to Industrial Painting Contractors. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2019-61.** Amendment #2, Poggemeyer Design Group for the Emergency Water Interconnection/Back-up, WL #300 Area. Tom Stalter stated this amendment is for an

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additional \$47,700.00 for engineering services during the construction phase. Doug Miller made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2019-62.** Amendment #1, Poggemeyer Design Group for the Lime City Road Waterline Replacement Project. Tom Stalter stated this amendment for an additional \$31,200.00 for additional engineering services to cover costs associated with additional services in all phases of the contract. Doug Miller made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2019-63.** Approval of a Memorandum of Understanding with the Village of Walbridge for the Elm Street Waterline Replacement Project, WL #166E. Tom Stalter stated this agreement will allow the District to replace old waterlines on Elm Street during the construction of the new street. He stated this is the village of Walbridge's project and the District will reimburse them for the waterline work, once completed. Doug Miller made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Report by President and Other Officials**

Kay Ball reported:

- Friday is the deadline for tickets for the Mud Hens Employee outing on June 28<sup>th</sup>.
- District will participate in Wood County Fair auction again this year.
- Bowling Green Chamber mid-year luncheon meeting is on July 17<sup>th</sup>.
- TMACOG caucus will be held on July 31<sup>st</sup>.
- The South Main Street WaterShed location opened on Monday.

At this time, Jeff Reinhart from Zupka CPA provided the exit audit conference with the Board of Trustees.

### **Receipt of Other Comments**

None

### **Executive Session**

None

### **Regular Meeting Dates**

Regular Meeting:	June 27, 2019 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	July 11, 2019 7:30 a.m.	District Operations Facility Regular Meeting

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**Adjournment**

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

Respectfully Submitted,

Melinda Kale  
Secretary

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