

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 7, 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, November 7, 2019 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	Doug Miller
Mark Sheffer	Bill Verbosky	

Members absent: Leonard Michaels & Bill Hirzel

Others:

Jerry Greiner	Dan Wickard	Gavin Smith
Leanne O'Brien	Pam Benick	Kay Ball
Beth Vannett	Tom Stalter	Garret Chamberlain
Laurie Mooney		

Neal Materni, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman LLC

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

Approval of Minutes

The minutes of the regular meeting held on October 10, 2019 were reviewed; Bill Verbosky 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

Jerry Greiner stated 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:

- We have received 19 votes from the townships so far the breakdown is Pollman with 4, Hahn with 9 votes to fill the seat.
- Raftellis will present rate study after the board meeting today.
- Christmas employee luncheon will be held December 13th
- Holiday dinner will be held on December 11th at StoneRidge

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Rex Huffman gave the board a brief update on the Henry County merger. He stated the petitions have been filed in both Wood and Henry County and reviewed the process with the board. The Wood County date is December 9th and Henry County is December 12th.

Kay Ball gave the board a brief update on the Operators without Borders program. She stated the Todd Saums and Tom McGrain would be going to the Bahamas for a week to help assist with disaster cleanup from the recent hurricane.

Reports of Committees:

Kay Ball stated the Administrative Committee met on October 31st and reviewed the following:

- 2020 budget items including salaries
- Updated succession planning
- Operators without Borders program
- Increase in FMLA cases this year.

Unfinished Business:

None

New Business

Resolution 2019-129. Acceptance and action on bids received for the Lime City Waterline Replacement, WL #5010. Garret Chamberlain requested the project be awarded to Speer Bros, Inc. for the bid amount of \$823,800.00. The engineer's estimate on the project is \$845,000.00, he said. John Cheney made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2019-130. Authorization to advertise for the East Broadway Pump Station Improvements, Pump No. 3 VFD Installation. Garret Chamberlain stated this project will be advertised on November 11th and 18th with bids opened on November 26th. The engineer's estimate on the project is \$175,000.00, he said. Doug Miller made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2019-131. Authorization to purchase real estate. Tom Stalter stated this resolution is to approve a real estate purchase with I-80 Investments for property for the new elevated water tank on Lemoyne Road. 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 2019-132. Approval of a sanitary sewer facility planning area amendment. Tom Stalter stated this resolution is to approve a facility planning area amendment to change the area owned by Waste Management from Toledo to Oregon for their leachate. Rob Armstrong made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2019-133. Approval of the appointment to the Board of Directors of the Toledo Regional Water Commission. Tom Stalter stated this resolution is approval to appoint our engineer, Tom Stalter to the Board of Directors of the Toledo Regional Water Commission. John Cheney made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2019-134. Change order #1-Final and Release of Retainage, Salenbein Trucking for the Weston Center Street and Euler Road Waterline Improvements, WL #2380A and the Cygnet Water Improvements, WL #1803. Garret Chamberlain stated this change order for a decrease of \$24,468.10 is for final quantity adjustments to close out the project. Melinda Kale made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Executive Session

None

Regular Meeting Dates

Regular Meeting:	November 21, 2019 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	December 5, 2019 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

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

Respectfully Submitted,

Melinda Kale
Secretary