

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JANUARY 9, 2020**

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, January 9, 2020 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		Doug Miller
Mark Sheffer	Bill Verbosky	

Members absent: Leonard Michaels

Others:

Jerry Greiner	Gavin Smith	Beth Vannett
Leanne O'Brien	Garrett Chamberlain	Kay Ball
Tom Stalter	Dan Wickard	Theresa Pollick
Jaime Keller	Melissa Ellerbrock	Jay Carter
Erik Blake	Chris Blake	Matt Griggs
Jason Bomeli	Liz Cappelletty	Laurie Mooney

Rex Huffman, Carl Ireland & Chris Frasor, Spitler, Huffman & Newlove

Brian Holzaepfel, Charter Steel Company

Resolution 2020-01, Accept the appointment of Brooke Hahn to the Board of Trustees. Jerry Greiner stated Ms. Hahn was appointed by the member townships to the board. Bill Verbosky made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

The Wood County Commissioners has appointed John Cheney to a new three year term also.

Rex Huffman gave the oath of office to the board appointments: Brooke Hahn and John Cheney.

Employee Service Awards:

Mark Sheffer recognized 10 employees and Board member Steve Arnold with service time with the District and Wood County. Chris Blake, Erik Blake and Jason Bomeli were recognized for fifteen years of service; Mark Davis was recognized for ten years of service and Steve Arnold, Liz Cappelletty, Jay Carter, Melissa Ellerbrock, Matt Griggs, Jaime Keller and Laurie Mooney were recognized for five years of service.

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Rex Huffman opened the nominations for officers:

Doug Miller nominated Mark Sheffer for Chairman of the Board. Bill Verbosky made a motion to close the nominations. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes with the exception of Mark Sheffer who abstained. Mark Sheffer approved for Chairman of the Board.

Steve Arnold nominated Doug Miller for Vice-Chairman of the Board. Melinda Kale made a motion to close the nominations. Bill Hirzel seconded motion. A roll call vote was taken to close the nominations and all present voted yes with the exception of Doug Miller who abstained. Doug Miller approved for Vice-Chairman of the Board.

Doug Miller nominated Melinda Kale for Secretary of the Board. Steve Arnold nominated John Cheney for Secretary of the Board. Bill Verbosky made a motion to close the nominations. Bill Hirzel seconded the motion. A roll call vote was taken to close the nominations and all present voted yes. Rex Huffman circulated paper ballots for voting. Rex Huffman counted the votes and declared Melinda approved for Secretary of the Board. Melinda Kale approved for Secretary of the Board.

John Cheney nominated Jerry Greiner as representative to TMACOG, Doug Miller seconded the nomination. A roll call vote was taken with all present voting yes.

Doug Miller recommended that Jerry Greiner stay as the District's representative to the Wood County Economic Development Commission. Melinda Kale seconded the recommendation. A roll call vote was taken with all present voting yes.

Doug Miller nominated John Cheney to Safety Committee, Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes.

Mark Sheffer stated meeting dates will remain the same; the 2nd and 4th Thursdays of the month at 7:30 a.m.

He asked for committee assignment requests, if any.

Approval of Minutes

The minutes of the regular meeting held on December 19, 2019, were reviewed; John Cheney made a motion to approve the minutes. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Brian Holzaepfel, Operations Manager at Charter Steel addressed the board with concerns about the rate Charter Steel is paying. He stated Charter has been the District's largest user for the District, but rates have increased over 400% for water and 200% for sewer over the last several years. He stated he would like the board to look at the rates that Charter is currently paying. Jerry Greiner stated that the staff is currently reviewing the rate structure for Charter monthly.

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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:

- Henry County merger update in Executive Session
- Will be doing a practice CodeRed call to employees and board members
- Wood County Township Vendor Show is January 10, 2020
- Extension Committee will be held January 30th.
- Public Relations Committee will be held February 6th.
- Will look at doing a bus tour soon

Executive Session

Jerry Greiner asked the board go into Executive Session to discuss pending litigation regarding Henry County merger and threatened litigation with Global One. Bill Verbosky made a motion to go into Executive Session. John Cheney seconded the motion. A roll call vote was taken with all present voting yes.

Doug Miller made a motion to return to regular session. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes.

Reports of Committees:

John Cheney reported the Safety Committee met on January 8, 2020 and stated minutes would be in the DropBox.

Unfinished Business:

None

New Business

Resolution 2020-02, Designation for signing banking documents. Kay Ball stated that this resolution designates those who can sign checks and other banking documents on behalf of the District. Bill Verbosky made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-03. Change order #2, Performance Pipelining, Inc. for the Millbury Sanitary Sewer Lateral Improvements, Phase II, SS #207D. Garret Chamberlain stated this change order for \$15,000.00 is for costs to remobilize to the site to complete additional lateral and main line sewer work. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting. **Approved.**

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Resolution 2020-04. Authorization to advertise for the Perrysburg Lateral Improvements, SS #300/400 Area. Garret Chamberlain stated this resolution is authorization to approve advertisement to bid with dates to be determined. The engineer's estimate on the project is \$195,000.00, he said. Doug Miller made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-05. Accept the appointment from Henry County Commissioners to the Board of Trustees. Jerry Greiner stated Henry County has not appointed a board member to the District board yet and would like to table this resolution. Doug Miller made a motion to table. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2020-06. Change order #1, Speer Brothers Inc. for the WL #101 Trunk Water Main Repairs. Garret Chamberlain stated this change order for an increase of \$15,695.61 is for additional work performed. Bill Hirzel made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2020-07. Authorize the partial release of retainage to Danis Construction for the Village of McComb Wastewater Treatment Plant, SS #28-Contract A. Tom Stalter stated this resolution is to approve the partial release of retainage of \$319,341.89 to Danis Construction. 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 2020-08. Amendment #2, Poggemeyer Design Group for the Lime City Road Waterline Replacement Project. Tom Stalter stated this amendment for an additional \$4,800.00 is for engineering services to cover costs for drawings, specifications and permits for 2 CSX crossings. Doug Miller made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	January 23, 2020 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	February 13, 2020 7:30 a.m.	District Operations Facility Regular Meeting

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Adjournment

Bill Verbosky 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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