

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JANUARY 23, 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 23, 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	Brooke Hahn
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
Pam Benick		

Rex Huffman, Spitler, Huffman & Newlove

Amy Behrman, Henry County Regional Water & Sewer

### **Approval of Minutes**

The minutes of the regular meeting held on January 9, 2020, 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.**

### **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:

- A practice CodeRed call was completed January 9<sup>th</sup>
- Wood County Township Vendor Show was January 10, 2020
- TMACOG General Assembly Meeting to be held January 27<sup>th</sup>.
- NOMA Meeting to be held January 30<sup>th</sup>.
- New board member training will be held soon

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**Reports of Committees:**

None to Report

**Unfinished Business:**

**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.**

**New Business**

**Resolution 2020-09.** Approval of a Customer Assistance program with the Salvation Army. Beth Vannett stated this resolution is to approve a Customer Assistance Program agreement with the Salvation Army to help customers to pay their utility bills. The District will take donations from other customers and forward to Salvation Army for them to administer the program. 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 2020-10.** Review and approval of utility easements for the Willowbend Pumpstation Rehabilitation, SS #307G. Tom Stalter stated this resolution is to approve 2 easements obtained for \$1.00 each. John Cheney made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting. **Approved.**

**Resolution 2020-11.** Authorization to advertise for bids for the Village of McComb Sanitary Sewer Interceptor Replacement, SS #2811. Garret Chamberlain stated this resolution is to authorize the advertisement for bid with dates to be determined. The engineer's estimate on the project is \$406,780.00. Steve Arnold made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2020-12.** Authorize the sale of surplus items via internet auction. Dan Wickard and Gavin Smith stated this resolution is to sell surplus items no longer in use. These items include, trucks, equipment and used computer equipment, they 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 2020-13.** Change order #3, Ed Kelly & sons for the Eagle Point and Birch Drive Sanitary Sewer Replacement, SS #5012. Garret Chamberlain stated this change order is for time only. Mr. Chamberlain stated the time extension is for an additional 3 months. Bill Verbosky made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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**Resolution 2020-14.** Change order #6-Final and Release of Retainage, Lake County Sewer for the Rossford Various Streets Sanitary Sewer Rehab, SS #5001. Garret Chamberlain stated this change order is for a deduction of \$164,999.40 to adjust bid quantities to final quantities. Mr. Chamberlain also requested retainage in the amount of \$37,201.08 be released to the contractor. Bill Hirzel 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:	February 13, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	February 27, 2020 7:30 a.m.	District Operations Facility Regular Meeting
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**Adjournment**

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

Respectfully Submitted,

Melinda Kale  
Secretary

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