

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, FEBRUARY 25, 2021**

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, February 25, 2021 at 7:30 a.m.

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

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| Steve Arnold | John Cheney | Bill Barnhart |
| Brooke Hahn | Bill Hirzel | Melinda Kale |
| Chuck Latta | Doug Miller | Tim Phillips |
| Mark Sheffer | | |

Members absent: None

Others:

| | | |
|-----------------|---------------------|-------------|
| Jerry Greiner | Gavin Smith | Kay Ball |
| Leanne O'Brien | Garrett Chamberlain | Tom Stalter |
| Theresa Pollick | Beth Vannett | Dan Wickard |
| Laurie Mooney | Pam Benick | |

Rex Huffman, Spitler, Huffman & Newlove

Approval of Minutes

The minutes of the regular meeting held on February 11, 2021, were reviewed; John Cheney made a motion to approve the minutes. Brooke Hahn 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:

- Online ethics training dates are on the board master calendar
- Bond Closing will be held after the meeting today.
- Liberty Center Contract is almost complete. Attorneys are reviewing the agreement
- BGSU State of the Union Address will be March 2nd.
- Will be hosting McComb waterline public meeting soon.
- New camera and speaker have been installed in the board room

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Reports of Committees:

None to report

Unfinished Business:

None

New Business

Resolution 2021-23. Acceptance and action on bids received for the Hawthorne Lane Water and Sewer Replacement, WL/SS #5017. Garret Chamberlain stated bids were received for this project and recommended the project be awarded to Kyle Sherman Excavating for the base and alternate bid totaling \$192,505.00. The engineer's estimate on the project is \$204,000.00, he said. Melinda Kale made a motion to approve. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-24. Acceptance and action on bids received for the Weston Sanitary Sewer Improvements, SS #2302. Garret Chamberlain stated bids were received for this project and recommended the project be awarded to Ed Kelly & Sons for \$900,180.00. The engineer's estimate on the project is \$1,100,000.00, he said. Tim Phillips made a motion to approve. Chuck Latta seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2021-25. Authorization to apply for, accept and enter into an Ohio Water Development Authority Loan Agreement for the Weston Sanitary Sewer improvements 2021, SS #2302. Garret Chamberlain stated this resolution authorizes funding for the project with OWDA. The interest rate on the loan will be 1.68%, he said. Tim Phillips made a motion to approve. Bill Barnhart seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-26. Change order #2, Vernon Nagel, Inc. for the Village of McComb Waterline Replacement, Phase 2, WL #2815. Garret Chamberlain stated this change order is an increase of \$26,451.32 for quantity adjustments. Tim Phillips made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-27. Change order #1, VISU Sewer for the SS #300/400 Area Sanitary Sewer Improvements, Phase 2. Garret Chamberlain stated this change order is a decrease of \$916.05 for quantity adjustments. He stated this change order also includes a time extension for substantial and final completion date to now be July 31, 2021. Bill Hirzel made a motion to approve. Chuck Latta seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-28. Amendment #2, CT Consultants for the Villages of Cygnet and Jerry City Pumpstation Project, SS #1803. Garret Chamberlain stated this amendment is for an increase of \$24,492.00 to include engineering during construction. Brooke Hahn made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted no. **Approved.**

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Resolution 2021-29. Approval of a Developer’s Agreement with McCarthy Builders, Inc. for the Village of Riverbend Lakes, Plat 6, SS #392I/WL #392I. Garret Chamberlain stated this resolution is to approve a developer’s agreement with McCarthy Builders for water and sewer services to the Village of Riverbend Lakes, plat 6. Brooke Hahn made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Doug Miller made a motion to renew **Resolution 2021-17**, Authorizing Board compensation for the Board of Trustees for 2021. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. John Cheney stated he was not against an increase, but did not agree with the proposed amount. Steve Arnold stated he would like to see the resolution tabled so the Governance Committee could further review. After some discussion, Doug Miller presented a lesser amount to the board. He made a motion to amend the resolution to \$6750.00 annually with \$500 for board officers and keeping the additional \$100 per outside meeting. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. Doug Miller made a motion to approve the amended Resolution 2021-17. Chuck Latta seconded the motion. A roll call vote was taken with all present voting yes with the exception of Steve Arnold who voted no. **Approved.**

At this time, Garret Chamberlain completed the virtual tour that was started on February 18th. Mr. Chamberlain reviewed the Henry County system with the board and reviewed the waterline route for the new Liberty Center waterline.

At this time, Kay Ball reviewed with the board the year end and audit process. She stated the auditors were in last week for field work. The CAFR team will be in in March or April to start their work.

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

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| Regular Meeting: | March 11, 2021 7:30 a.m. | District Operations Facility Regular Meeting |
| Regular Meeting: | March 25, 2021 7:30 a.m. | District Operations Facility Regular Meeting |

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Adjournment

Brooke Hahn made a motion to adjourn. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

Melinda Kale
Secretary

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