

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

Rex Huffman, Spitler, Huffman & Newlove

Approval of Minutes

The minutes of the regular meeting held on March 11, 2021, were reviewed; John Cheney made a motion to approve the minutes. Tim Phillips 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, but here on April 22nd
- Liberty Center and North Baltimore water contracts have been signed.
- New camera and speaker have been installed in the board room, thanks to the Wood County Port Authority.
- Village of Holgate recently contacted us to get assistance in operations for their water and sewer plant.

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Reports of Committees:

None to reports

Unfinished Business:

None

New Business

Resolution 2021-32. Authorize the sale of surplus items. Kay Ball stated this resolution is to approve the sale of several surplus items via GovDeals internet auction. The resolution also included two items that would be traded in, he said. Steve Arnold made a motion to approve. Bill Barnhart seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-33. Amendment #1, Expenditure Appropriations for fiscal year 2020. Kay Ball stated this resolution is the annual resolution to true up the budget for fiscal year 2020. John Cheney made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2021-34. Authorization to advertise for bids for the West Boundary Sanitary Sewer Rehabilitation, SS #302A/302C. Garret Chamberlain stated this resolution is authorization to advertise on April 6th and 13th with bids to be opened on April 21st. The engineer's estimate on the project is \$714,000.00, he said. Tim Phillips made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-35. Amendment #1, Jones & Henry Engineers for the Perrysburg Lateral Improvements, SS #300/400 Area. Garret Chamberlain stated this amendment is for an additional \$5,500.00 for additional engineering services. Chuck Latta made a motion to approve. Bill Barnhart seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-36. Approval of a Developer's Agreement with NP North Baltimore Industrial LLC for the Northpoint Development, WL #316K1/SS #2500D. Garret Chamberlain stated this resolution is to approve a Developer's Agreement with NP North Baltimore Industrial LLC for water and sewer services to their property in Henry Township. Melinda Kale made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-37. Authorization to advertise for the District Operations Facility Pavement Improvement Project. Tom Stalter stated this resolution is authorization to bid this project on dates to be determined. The engineer's estimate on the project is \$552,970.00, 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.**

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Resolution 2021-38. Authorization to approve a facility encroachment agreement with CSX Transportation for the Sugar Ridge Sanitary Sewer Project, SS #609G. Tom Stalter stated this resolution is to approve an agreement with CSX to bore a sewer line under the railroad tracks. The cost of the agreement is \$3700.00, he said. Melinda Kale made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-39. Authorization to approve an Agreement with Norfolk Southern Railway Company for the Village of McComb Sanitary Sewer Improvements Phase I Project, SS #2807. Tom Stalter stated this resolution is to approve an agreement with Norfolk Southern to work/gain access under the railway to line the sewer pipe that is already under the railroad in McComb. Brooke Hahn made a motion to approve. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2021-40. Resolution to Delegate Administration and Authorize a Representative to sign the US Department of Commerce, Economic Development Administration Grant and Final Award Documentation for the Deimling Road/Lime City Road Infrastructure Improvements. Tom Stalter stated this resolution is to authorize Jerry Greiner to sign documents with the US Department of Commerce, Economic Development Administration for the Deimling Road/Lime City Road Infrastructure Project. Brooke Hahn made a motion to approve. Chuck Latta seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Garret Chamberlain, Tom Stalter and Dan Wickard gave the board a virtual tour of the WL and SS #200 area.

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	April 8, 2021 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	April 22, 2021 7:30 a.m.	District Operations Facility Regular Meeting Ethics Training

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Adjournment

Tim Phillips made a motion to adjourn. Bill Barnhart seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

Melinda Kale
Secretary

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