

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JULY 22, 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, July 22, 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	
Chuck Latta	Doug Miller	
Mark Sheffer		

Members absent: None

Others:

Gavin Smith	Dan Wickard	Kay Ball
Jim Rossow	Garrett Chamberlain	Stephanie Keefer
Beth Vannett	Theresa Pollick	Tay Sauer
Laurie Mooney	Erik Blake	

Ted Bennett, Jones & Henry Engineers

### **Approval of Minutes**

The minutes of the regular meeting held on July 8, 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**

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:

- Jim Rossow retires at the end of July with approximately 30 years of service
- Board nominations are out, Mark Sheffer will be nominated by Weston and Steve Arnold will be nominated by Bloom Township, he's been told.
- November meeting dates will need to be moved to the first and third Thursdays.
- Open House for McComb WWTP Friday, August 13<sup>th</sup> at noon.
- No date set yet for opening for Fostoria WaterShed on Lytle Street
- ARPA money funded township, municipal and county projects. We are looking for funds from county commissioners for some projects, too.

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**Reports of Committees:**

None

**Unfinished Business:**

**Resolution 2021-70.** Change order #2-Final and release of retainage, Buckeye Excavating, Inc. for the 2020 Water Main Improvements project. Garret Chamberlain stated this change order is for a deduction and release of retainage. Tim Phillips made a motion to bring to the floor. Steve Arnold seconded the motion. A roll call was taken with all present voting yes. Bill Hirzel made a motion to approve. Brooke Hahn seconded the motion. A roll call vote was taken with all present voting. **Approved.**

**New Business**

**Resolution 2021-73.** Authorize the certification of delinquent water and sewer bills. Beth Vannett stated this is the annual resolution to certify delinquent water and sewer bill to the real estate taxes. Doug Miller made a motion to approve. Tim Phillips seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2021-74.** Authorization to advertise for bids for the Ford Road pump station improvements, SS #400D. Garret Chamberlain stated this resolution is for the authorization to bid for the Ford Road pump station. Mr. Chamberlain gave the board the history on the pump station and stated this project would be funded through a DEFA loan. John Cheney 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 Brooke Hahn and Bill Hirzel who voted no. **Approved.**

**Resolution 2021-75.** Approval to terminate permanent and temporary easements and quit-claim deeds, SS #2500B/PS#25A. Garret Chamberlain stated this resolution is for the Northpoint Site on SR 18, Henry Township in North Baltimore. Mr. Chamberlain explained the forcemain is being moved by ODOT to widen the road. Rex Huffman explained the easement situation with the board. After some discussion, 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 2021-76.** In the matter of securing and accepting utility easements for the Northpoint Development, WL #316K1/SS #2500B. Garret Chamberlain stated that 3 of the 4 easements needed have been obtained for \$1.00 each. Steve Arnold made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2021-77.** Change order #1, Hillabrand & Sons Construction, Village of McComb sanitary sewer improvements, Phase I, SS #2807. Garret Chamberlain stated this change order is for an increase of \$11,265.00 for additional work required to replace pavement markings lost during pavement removal. Doug Miller 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 Kevin Brennan from USI Insurance gave the board a brief review of the District insurance policies, coverages and claims.

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**Executive Session**

None

**Receipt of Other Comments**

None

**Regular Meeting Dates**

Regular Meeting:	August 12, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	August 26, 2021 7:30 a.m.	District Operations Facility Regular Meeting
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**Adjournment**

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

Respectfully Submitted,

Steve Arnold  
Vice Chairman

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