

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, APRIL 13, 2017**

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, April 13, 2017 at 7:30 a.m.

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

Rob Armstrong	Steve Arnold	John Cheney
Bill Hirzel		Leonard Michaels
Doug Miller	Mark Sheffer	Bill Verbosky

Members absent: Melinda Kale

Others:

Jerry Greiner	Gavin Smith	Beth Vannett
Leanne O'Brien	Garrett Chamberlain	Kay Ball
Theresa Pollick	Dan Wickard	Tom Stalter

Rex Huffman & Carl Ireland of Spittler, Huffman & Newlove, LLP

Alex Aspacher, Sentinel Tribune

Jack Kieffer, 13207 Union Hill Rd., Bowling Green, OH

### **Approval of Minutes**

The minutes of the regular meeting held on March 23, 2017, were reviewed; Bill Verbosky made a motion to approve the minutes. John Cheney 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:

- Will be doing a bus tour soon
- Will be working on summer planning meeting soon for dates
- Working on McComb WWTP financing
- Meeting soon with Hearthside to discuss McComb WWTP Funding

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Tom Stalter reported:

- Will be scheduling a meeting with Village of Luckey to discuss possible water study for the village
- Updated land use map has been uploaded to the DropBox

Garret Chamberlain reported:

- Smart ball project has been completed in the 100 area

Theresa Pollick reported:

- Open House will be held on May 7<sup>th</sup>.

Beth Vannett reported:

- First Solar water and sewer usage for the first quarter was reviewed

### **Reports of Committees:**

John Cheney stated the Safety Committee met on April 5, 2017 and reviewed the following:

- 1 falling incident occurred
- Reviewed Safety Council training attendance
- Reviewed distracted driving training

### **Unfinished Business:**

None

### **New Business**

**Resolution 2017-37.** Review and approval of utility easements for the Main, Oak and Taylor Streets Waterline Replacement, WL #2321. Garret Chamberlain stated this resolution is to approve an easement received for \$1.00. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes, with the exception of Mark Sheffer who abstained. **Approved.**

**Resolution 2017-38.** Acceptance and action on bids received for the Walbridge South Main Street Waterline Abandonment and Replacement, WL #166D. Garret Chamberlain requested this resolution be tabled in order to meet with contractor. Bill Verbosky made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting. **Tabled.**

**Resolution 2017-39.** Authorize the partial release of retainage to E.S. Wagner Company for the Oregon Retention Basin, SS #200 Flow EQ Basin. Garret Chamberlain stated this resolution is to approve the partial release of retainage in the amount of \$18,728.69 to the contractor. Steve Arnold made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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**Resolution 2017-40.** Authorize a lease agreement for a WaterShed in Northwood. Jerry Greiner stated this resolution is to authorize a lease agreement with SUEMAR for a WaterShed in Northwood. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes with the exception of Rob Armstrong who abstained. **Approved.**

**Resolution 2017-41.** Consideration of a water and/or sanitary sewer discount for persons over 65 years of age. Jerry Greiner stated the Village of Walbridge passed a resolution for the District to consider a discount for persons over 65. Mr. Greiner requested that the board table this for further review. Steve Arnold made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2017-42.** Authorize the advertisement for bid for the Hamlet Subdivision Waterline. Garret Chamberlain stated this resolution is the authorization for advertisement for bid. Bid dates are to be determined and the engineer's estimate on the project is \$507,000.00, he said. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2017-43.** Authorize the advertisement for bid for the Hoytville Wastewater Treatment Plant Improvements, SS #1501. Garret Chamberlain stated this resolution is the authorization for advertisement for bid. Bid dates are to be determined and the engineer's estimate is \$505,000.00, he said. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion. A roll vote was taken with all present voting yes. **Approved.**

**Resolution 2017-44.** Amendment #1, Jones & Henry Engineers for the Curtice Road Waterline Replacement, WL #212A. Garret Chamberlain stated this amendment is for an additional \$30,000.00 for engineering during construction. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

#### **Receipt of Other Comments**

None

#### **Executive Session**

Steve Arnold asked that the board go into Executive Session to review the president's performance. John Cheney made a motion to go into Executive Session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

Doug Miller made a motion to go back into regular session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

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**Regular Meeting Dates**

Regular Meeting: April 27, 2017  
7:30 a.m. District Operations Facility  
Regular Meeting

Regular Meeting: May 11, 2017  
7:30 a.m. District Operations Facility  
Regular Meeting

**Adjournment**

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

Respectfully Submitted,

John A. Cheney  
Secretary

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