

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, APRIL 14, 2016**

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 14, 2016 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 Hirzel
	Leonard Michaels	Doug Miller
Lyle Schulte	Mark Sheffer	Bill Verbosky

Members absent: Melinda Kale

Others:

Dan Wickard	Gavin Smith	Garett Chamberlain
Leanne O'Brien	John Sopko	Kay Ball
Beth Vannett	Tom Stalter	Jerry Greiner

Rex Huffman, Spitler Huffman Law

Jack Kieffer, 13207 Union Hill Rd, Bowling Green, OH 43402
Charles Latta, Mayor of McComb
Jim Clark, Village of McComb Council

Approval of Minutes

The minutes of the regular meeting held on March 24, 2016, were reviewed; John Cheney made a motion to approve the minutes. Bill Verbosky 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.

Public Comment

None

Report by President and Other Officials

Jerry Greiner reported:

- District Open House will be held May 1, 2016
- New TMACOG directory is out
- TMACOG's Toledo-Lucas County water study is wrapping up

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- Looking for dates for a mid-year planning meeting.
- Meeting with the county commissioners April 28th at 10:00 a.m.
- Wood County Township vendor fair was held April 8, 2016.
- Eric Luckage of CORD recently left for new job a Northeast Sewer District.
- Bowling Green Economic Development luncheon will be held April 21st.

At this time. Tom Stalter introduced Mayor Charles Latta and Councilman Jim Stewart from the Village of McComb to the board. Mayor Latta stated the Village of McComb is interested in joining the District for water and sewer services. He gave the board a brief overview of the village and their water and sewer services.

Reports of Committees:

John Cheney stated a Safety Committee was held on April 6th and reviewed the following:

- 2 accidents/incidents were reported
- Reviewed the emergency response plan
- Insurance packets for all District vehicles were updated
- Harassment training is being held in May for District staff.

Unfinished Business:

Resolution 2016-37. Authorize a renewal of the lease agreement for the Haskins & Poe WaterShed. Lyle Schulte made a motion to bring the resolution to the table. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. Jerry Greiner stated this agreement is for a 3 year extension for the WaterShed at Haskins and Poe Road. Lyle Schulte made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2016-49. Acceptance and action on bids received for the WL #300 Area Waterline connection Project (a/k/a potter, BG, Euler Road(s) Loop, WL #317C1. Tom Stalter recommended the project be awarded to B. Hill'z Excavating for Phase I for \$193,353.00 and Phase II for \$160,360.00. The engineer's estimate on the project is \$350,000.00, he said. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-50. Authorize the sale of surplus items via internet auction. Tom Stalter stated this resolution is to approve the sale of surplus items not longer needed via GovDeals internet auction. Leonard Michaels made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2016-51. Resolution of Necessity, Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated this resolution is to approve the necessity of the Bairdstown Sanitary Sewer project. John Cheney 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 2016-52. Appointment of members of the Unit Allocation Review Board for the Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated this resolution is to approve the three members to the Unit Allocation Review Board; these members include: Duane Abke, Mark Adams and Tony Allion. Lyle Schulte made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-53. Acceptance and action on bids received for the JRS-Southwood Commerce Center, SS #2500 and PP #25A. Tom Stalter asked that this resolution be tabled until the North Baltimore contract is completed. John Cheney made a motion to table. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2016-54. Change order #1, Underground utilities, Second Portage Waterline Connection, WL #306A3. Tom Stalter stated this change order for an increase of \$3,670.70 is for an addition of a tee and gate valve box. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-55. Change order #2, underground utilities, Second Bowling Green Water Connection and Master Meter, WL #300C. Tom Stalter stated this change order for an increase of \$65,230.54 is for relocation of a fire hydrant and relocation of waterline due to bridge replacement being done by the Wood County Engineer. Leonard Michaels made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-56. Authorize the advertisement for bid (re-bid #2) for the Southern Service Area Water System, DBP improvements, WL #306A2. Tom Stalter stated this resolution is to authorize advertisement for re-bid #2 for the Southern Service Area DBP Improvements. Bid dates are to be determined and the engineers estimate on the project is \$320,000 for Contract A and \$101,000 for Contract B. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

Doug Miller made a motion to go into Executive Session to discuss threatened litigation for the Colony Road Project and Fort Meigs Road Widening Project. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

Leonard Michaels made a motion to return to regular session. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes.

Doug Miller left the meeting at 9:50 a.m.

Resolution 2016-57. Selection of pre-qualified professional design firms for the calendar year 2016 in accordance with the design professional law. Tom Stalter stated he asked for updates to statement of qualifications received from last year and the top three ranked firms are as follows: Poggemeyer Design Group, Jones & Henry Engineers and DLZ. Leonard Michaels made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2016-58. Review and approval of utility easements for the Bloomdale Waterline System, WL #2700. Tom Stalter stated 2 easements have been obtained for \$1.00 each. Bill Hirzel made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-59. Review and approval of utility easements for the 2015 Utility Relocations (various service areas). Tom Stalter stated 4 easements have been obtained for a total of \$7,230.00. John Cheney made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	April 28, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	May 12, 2016 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

Leonard Michaels made a motion to adjourn. Lyle Schulte 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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