

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, APRIL 28, 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 28, 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
Melinda Kale	Leonard Michaels	Doug Miller
Lyle Schulte	Mark Sheffer	Bill Verbosky

Members absent: None

Others:

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

Rex Huffman & Carl Ireland, Spitler Huffman Law

Ted Bennett & Brian Wellman, Jones & Henry Engineers
Neal Materni & Denise Plummer, Poggemeyer Design Group

Approval of Minutes

The minutes of the regular meeting held on April 14, 2016, were reviewed; Bill Verbosky made a motion to approve the minutes. Lyle Schulte 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
- Meeting with the county commissioners today at 10:00 a.m.
- Village of McComb application to join the District is on the agenda today for action.

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- Jerry attended the McComb Economic Development Meeting on April 26th.
- Jerry spoke at the Rossford Business Association Meeting on April 27th.
- District was involved in an Earth Day event at the Bowling Green Montessori School on April 23rd.
- District will be involved in the Wood County Hospital Wellness Event at the Stroh Center on April 30th.
- Recently installed 5 new water bottle filling stations at Otsego Schools.

Reports of Committees:

Jerry Greiner stated the IT Committee met on April 21st. Minutes are in the DropBox for review.

Executive Session

Doug Miller made a motion to go into Executive Session to discuss threatened litigation for the Colony Road Project and real estate issues. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes.

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

Unfinished Business:

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.**

New Business

Resolution 2016-60. Acceptance and action on bids received for the SS #100 Tracy Road Trunk Sewer Rehabilitation. Ted Bennett stated bids were received for this project and recommends the project be awarded to Ric-Man Construction for \$2,462,720.00. The engineer's estimate on the project is \$2,500,000.00, he said. Lyle Schulte made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-61. Amendment #1, Jones & Henry Engineers for the SS #100 Tracy Road Trunk Sewer Rehabilitation. Tom Stalter stated this amendment is for an additional \$88,000.00 for engineering during construction. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2016-62. Review and approval of utility easement for the Eastwood Schools sanitary sewer pump station and forcemain, SS #3001. Tom Stalter stated two easements have been obtained for this project totaling \$9,560.00. Doug Miller made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2016-63. Approval of a Memorandum of Understanding for the Village of Bloomdale Sanitary Sewer System, SS #2700. Tom stated this memorandum of understanding with the Village of Bloomdale is needed to swap property between the District and the village for the new Bloomdale wastewater plant. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-64. Approval of a Developer Agreement with Saddlebrook Development Company SS #390K/WL #390K. Tom Stalter stated this resolution is to approve a developer agreement with Saddlebrook Development Company for water and sewer services to Plat 17 in Saddlebrook Subdivision. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-65 Change order #2, Hank's Plumbing & Heating, Colony Road Pumpstation Replacement, SS #5003. Tom Stalter stated this change order is for an increase of \$35,222.01 for relocation of existing water service and delays caused by AT & T duct bank. Carl Ireland stated AT & T should be reimbursing the District for the delay. 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 2016-66. Authorize the advertisement for bids for the Carrington Woods and Tontogany Pumpstation Rehab. Tom Stalter stated this resolution is to approve the advertisement for bids for this project on May 6th and 13th with bids to be opened on May 26th. The engineer's estimate on the project is \$405,000.00, he said. 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 2016-67. Change order #2-Final, Lake County Sewer, Northwood Homecraft Sanitary Sewer Rehab (grouting), SS #4002. Tom Stalter stated this change order is for an additional \$12,808.00 to adjust contract quantities. Bill Hirzel made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-68. Accept the application from the Village of McComb to join the District. Jerry stated this resolution is to accept the application form the Village of McComb to join the District. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-69. Authorize and assignment and assumption agreement with the Village of McComb. Rex Huffman asked that this resolution be tabled until the final agreement is complete. Doug Miller made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2016-70. Review and approval of utility easements for the Bloomdale Waterline System, WL #2700. Jerry Greiner stated an easement has been obtained for the project for \$1.00. Bill Hirzel made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2016-71. Personnel Actions.

Jerry Greiner asked that the following actions be approved:

1. Approval of Water & Sewer Maintenance Worker IV job description.
2. Approval of Sanitary Treatment Maintenance Operator IV job description.

Bill Hirzel made a motion to approve the above items. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Melinda Kale left the meeting at 10:00 a.m.

Resolution 2016-72. Approval of a land purchase with C.E. Adkins Ltd., for the Flow Equalization Basin for the #200 Area. Jerry Greiner stated this resolution is to approve a land purchase with C.E. Adkins Ltd., for \$16,000 for the Flow Equalization Basin for the #200 Area. 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 Bill Hirzel who abstained. **Approved.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	May 12, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	May 26, 2016 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

Leonard Michaels made a motion to adjourn. John Cheney 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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