

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, AUGUST 11, 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, August 11, 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	
	Leonard Michaels	Doug Miller
Mark Sheffer	Lyle Schulte	Bill Verbosky

Members absent: Bill Hirzel, Melinda Kale

Others:

Garrett Chamberlain	Gavin Smith	Jerry Greiner
Leanne O'Brien	John Sopko	Kay Ball
Beth Vannett	Stephanie Keefer	

Rex Huffman & Carl Ireland, Spitler Huffman Law

Neal Materni, Poggemeyer Design Group

Approval of Minutes

The minutes of the regular meeting held on July 28, 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 with the exception of Mark Sheffer who abstained. **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:

- 2 applications have been received for the Township board seat and one for the municipal seat
- Governance Committee will meet August 18th at 7:30 a.m.

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- Wood County Township dinner will be held September 1st at Holiday Inn French Quarter.
- Regional water studies are out, groups have met several times to discuss regional water needs.
- June financial statements are in the DropBox
- Monthly lunch meetings have been updated on the board calendar.
- Country Manor land auction will be held August 16th.

At this time, Jerry Greiner and Garrett Chamberlain reviewed the Bairdstown project and the potential to include 5 properties outside the village into the project. Tom Stalter will notify the property owners to discuss costs and interest.

Reports of Committees:

Jon Cheney stated the Safety Committee met on August 3rd and reviewed the following:

- Updates on propane fueling station construction
- Repaired winch line on hydrant truck
- Hydrant flushing completed in McComb
- Reviewed upcoming training

Unfinished Business:

None

New Business

Resolution 2016-123. Authorize the certification of delinquent water and sewer bills. Beth Vannett stated this resolution is the annual authorization to certify delinquent water and sewer bills to the Wood County Auditor. 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 2016-124. Change order #1, B. Hill's Excavating, Rudolph/Bays Road Sanitary Sewer Project, SS #1001B. Garrett Chamberlain stated this change order for an additional \$16,765.00 is for the addition of spare parts and additional valves. John Cheney made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2016-125. Authorization to apply with USDA Rural Development for the Village of McComb WWTP and Sanitary Sewer Trunk Main Improvements, SS #2800. Garrett Chamberlain stated this resolution is to authorize the application with USDA for the McComb WWTP and trunk main improvements. Steve Arnold 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 2016-126. Authorize a facility encroachment agreement with CSX Transportation for the JRS-Southwood Commerce Center, SS #2500B and PP #25A. Garrett Chamberlain stated this resolution is authorizing a facility encroachment agreement with CSX for the JRS-Southwood Commerce Center project. The cost for this is \$8,750.00, he said. Bill Verbosky made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes with the exception of Leonard Michaels who was out of the room. **Approved.**

Resolution 2016-127. Authorize a facility encroachment agreement with CSX Transportation for the Bairdstown Sanitary Sewer Project, SS #700. Garrett Chamberlain stated this resolution is authorizing a facility encroachment agreement with CSX for the Bairdstown sanitary sewer project. The cost for this is \$6,000.00, he said. Steve Arnold 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 Leonard Michaels who was out of the room. **Approved.**

Resolution 2016-128. Change order #1, Speer Bros., Bloomdale Waterline System, WL #2700. Garrett Chamberlain stated this change order is for an increase of \$50,750.00 and includes delays in review of the booster station as well as additional cost for directional drilling in rock. Doug Miller made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes with the exception of Leonard Michaels who was out of the room. **Approved.**

Resolution 2016-129. Authorize the partial release of retainage to Hank's Plumbing & Heating, Colony Road Pumpstation Replacement, SS #5003. Garrett Chamberlain stated this resolution is to approve the partial release of retainage in the amount of \$75,342.33 to Hank's Plumbing & Heating. Doug Miller 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 Leonard Michaels who was out of the room. **Approved.**

Resolution 2016-130. Change order #1-Final and release of retainage, Romanoff Electric for the Northern Service Area System, DBP Improvements, WL #101D. Garrett Chamberlain stated this change order for a decrease of \$1,480.00 is for final quantity adjustments. 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 2016-131. Authorize an agreement and memorandum of understanding with the Hancock County Planning Commission and the Village of McComb. Jerry Greiner stated this resolution is to approve an agreement and memorandum of understanding with the Hancock County Planning Commission and the Village of McComb for the CDBG Competitive Grant. This agreement is subject to Rex Huffman's final review, he said. John Cheney made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-132. Resolution of assessment, Eastwood Schools sanitary sewer pump station and force main, SS #3001. Garrett Chamberlain stated this resolution is to approve the final costs to be assessed to Eastwood Schools for the sanitary sewer pump station and force main to the school campus. Lyle Schulte made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2016-133. Authorize a contribution to the Rossford Transportation Improvement District. Jerry Greiner stated this resolution is to authorize a \$7,500.00 contribution to the Rossford Transportation Improvement District. 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

Lyle Schulte made a motion to go into Executive Session to discuss pending litigation related to Walbridge construction issues and Bairdstown sewer project easements. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes.

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

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	August 25, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	September 8, 2016 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

Lyle Schulte 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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