

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, AUGUST 25, 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 25, 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
Mark Sheffer	Lyle Schulte	Bill Verbosky

Members absent: None

Others:

Garrett Chamberlain	Gavin Smith	Dan Wickard
Leanne O'Brien	John Sopko	Kay Ball
Beth Vannett		

Rex Huffman & Carl Ireland, Spitler Huffman Law
Denise Plummer, Poggemeyer Design Group

Approval of Minutes

The minutes of the regular meeting held on August 11, 2016, were reviewed; Doug Miller 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.

Public Comment

None

Report by President and Other Officials

Kay Ball reported:

- 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. All studies can be found in the DropBox.
- Office will be closed September 5th for Labor Day
- Country Manor land sold at auction on August 16th for \$22,000.00.

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Reports of Committees:

Steve Arnold stated the Governance Committee met on August 18th and reviewed the following:

- Nominees for open board seats
- Possible changes to board bylaws

Unfinished Business:

None

New Business

Resolution 2016-134. Amendment #2, Poggemeyer Design Group, JRS-Southwood Commerce Center, SS #2500B and #25A. Tom Stalter stated this amendment is for an additional \$56,000.00 to cover construction staking and resident representative services. 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 2016-135. Approval of a developer agreement with Saddlebrook Development Company, Plats 16 & 18, SS #390L/WL #390L. Tom Stalter stated this resolution is to approve a developer agreement with Saddlebrook Development for Plats 16 & 18 in Perrysburg. John Cheney made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2016-136. Acceptance and action on bids received for the Southern Service Area Water System, DBP improvements, WL #306A2. Tom Stalter stated he recommends this project be awarded to Hank's Plumbing & Heating for Contract A in the amount of \$305,700.00 and Fedewa for Contract B in the amount of \$105,400.00. Engineer's estimate for both Contracts is \$375,000.00, 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. **Approved.**

Resolution 2016-137. Amendment #1, Poggemeyer Design Group. Village of Bloomdale Water System, WL #2700. Tom Stalter stated this amendment for an additional \$9,000.00 is to cover services performed which were outside the project scope of work. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-138. Acceptance and action on bids received for the Millbury Sanitary Sewer Improvements, SS #200. Tom Stalter stated 1 bid was received for this project from Lake County Sewer for \$1,261,955.00. The engineer's estimate on the project is \$1,100,000.00. Since the bid received was over 10% of the engineer's estimate, Mr. Stalter asked the bid be rejected. He said the project will be re-advertised. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. **Approved.**

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Resolution 2016-139. Authorize the release of retainage to Underground Utilities, Inc. for the Second Portage Waterline Connection, WL #306A3. Tom Stalter stated this resolution is authorization to release retainage in the amount of \$19,703.88 to Underground Utilities. Doug Miller made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-140. Review and approval of utility easements for the Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated 1 easement has been obtained for the Bairdstown Sanitary Sewer Project. The easement obtained was for \$2,800.00, he said. John Cheney made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-141. Amendment #3, Poggemeyer Design Group, Eastwood Schools Sanitary Sewer Pumpstation and Forcemain, SS #3001. Tom Stalter stated this amendment is for an additional \$12,500.00 for additional time for resident project representative and additional design services. Doug Miller made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-142. Authorization to apply to Ohio EPA for a Water Pollution Control Loan Fund for the Wastewater Plant Nutrient Removal Analysis. Tom Stalter stated this resolution is approval to apply to Ohio EPA for a Water Pollution Loan Control Fund for the Wastewater Plant Nutrient Removal Analysis. 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 2016-143. Authorization to apply to the Ohio EPA for a Water Supply Revolving Loan Account for the PCCP Waterline Condition Analysis, WL #100 Area. Tom Stalter stated this resolution is approval to apply to Ohio EPA for a Water Supply Revolving Loan Account for the PCCP Waterline Condition Analysis. 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 2016-144. Authorization to amend District Bylaws. Rex Huffman asked that this resolution be tabled for further review of the board bylaws. John Cheney made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2016-145. Authorization to re-advertise for the Millbury Sanitary Sewer Improvements, SS #200. Tom Stalter stated this resolution is authorization to re-advertise the Millbury Sanitary Sewer Improvements. The bids dates are to be determined with an engineer's estimate of \$1,100,000.00, he said. Leonard Michaels 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 2016-146. Personnel Actions.

Tom Stalter asked that the following items be approved:

1. Approval of job description for Engineering Camera Truck Operator I
2. Approval of job description for Engineering Camera Truck Operator II
3. Approval of job description for Engineering Aide IV

Steve Arnold 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.**

Executive Session

Leonard Michaels made a motion to go into Executive Session to discuss pending litigation related to Walbridge construction issues and pending litigation with Turn-Key Construction for the Rossford-Colony Road Project. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes.

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

Receipt of Other Comments

Carl Ireland gave the board an update on the issues with AT & T on the Rossford-Colony pump station project. He reviewed with the board that construction was stopped because an AT & T duct bank was almost hit that was not properly marked by AT & T. Mr. Ireland stated that AT & T has paid the District for reimbursing its contractor for equipment cost and down time due to not properly marking the duct bank.

Regular Meeting Dates

Regular Meeting:	September 8, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	September 22, 2016 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

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

Respectfully Submitted,

John A. Cheney
Secretary