

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, DECEMBER 14, 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, December 14, 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	Melinda Kale	
Doug Miller	Mark Sheffer	Bill Verbosky

Members absent: Leonard Michaels

Others:

Tom Stalter	Garrett Chamberlain	Jerry Greiner
Gavin Smith	Beth Vannett	Leanne O'Brien
Theresa Pollick	Simon Gundy	John Sopko
Dan Wickard	Kay Ball	Stephanie Keefer

Rex Huffman, Spitler Huffman LLC

Denise Plummer, Poggemeyer Design Group

Jack Kieffer, 13207 Union Hill Rd., Bowling Green, OH 43402

Approval of Minutes

The minutes of the regular meeting held on November 30, 2017, were reviewed; Bill Verbosky made a motion to approve the minutes. Doug Miller 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:

- Employee Holiday luncheon will be held December 15th.
- Propose another bus tour soon.
- BOCC meeting with Bill Hirzel, John Cheney and Doug Miller has been postponed until January.
- Jack Jones will be here at the December 28th meeting to review water study.
- February 16, 2018 state ethics training will be held her for all the staff.

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At this time, Kay Ball reviewed the 2017 hourly employee survey results with the board.

Reports of Committees:

John Cheney stated the Safety Committee met on December 8, 2017 and reviewed the following:

- 1 minor accident occurred
- Discussed heating issues in customer service area
- Discussed getting vehicles and equipment ready for winter
- Reviewing lighting needs at the WaterSheds.

Unfinished Business:

Resolution 2017-161. Approval of an accommodation tap agreement with Clifford and Janet Williams, WL #2400 Area. Tom Stalter asked that this resolution be tabled since the accommodation request has not been received yet. Steve Arnold made a motion to table. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. Tabled.

New Business

Resolution 2017-170. Authorize the appointment of R. Kent Murphree, labor relations consultant for the District. Jerry Greiner stated this resolution is to approve Mr. Murphree's contract for another 2 years at the same rate. Doug Miller made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted no. **Approved.**

Resolution 2017-171. Authorize a land transfer for the Village of Bloomdale, SS #2700. Garret Chamberlain stated this resolution is to approve the transfer of the old Bloomdale WWTP parcel to the village. Steve Arnold made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-173. In the matter of fixing rates for sewer treatment and collection services, water distribution services and the sale of water in the District service areas. Kay Ball and Beth Vannett reviewed the rate resolution for 2018. Beth Vannett reviewed billing examples for the various District service areas. Rob Armstrong made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-172. Expenditure Appropriations for Fiscal Year 2018. Kay Ball reviewed the proposed 2018 budget with the board. Bill Verbosky made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-174. Amend certain fees and charges for services provided by the District. Jerry Greiner stated this resolution is to approve the fees and charges schedule for the District which included one change. Doug Miller made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2017-175. Change order #2-Final and release of retainage, Underground Utilities, Inc., for the Bairdstown Sanitary Sewer Project, SS #700, Contract A. Tom Stalter stated this change order for an additional \$102,327.24 is for an adjustment to contract quantities. Rob Armstrong made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	December 28, 2017 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	January 11, 2018 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

Bill Verbosky made a motion to adjourn. Doug Miller 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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