

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, DECEMBER 22, 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, December 22, 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	
Melinda Kale		Doug Miller
Mark Sheffer	Lyle Schulte	Bill Verbosky

Members absent: Bill Hirzel, Leonard Michaels

Others:

Kay Ball	Jerry Greiner	Beth Vannett
Leanne O'Brien	Gavin Smith	Garret Chamberlain
Tom Stalter		

Rex Huffman & Carl Ireland, Spitler Huffman Law

**Approval of Minutes**

The minutes of the regular meeting held on December 8, 2016, were reviewed; Lyle Schulte 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**

Jerry Greiner reported:

- Will be holding a District open house on December 29<sup>th</sup>
- Objection period for bylaw changes has expired, no objections were received.
- Looking to go to Belmont Country Club for next year's holiday dinner
- In Discussion with Bowling Green and Portage to assist Greenline with possible plant expansion.

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### **Reports of Committees:**

None to Report

### **Unfinished Business:**

**Resolution 2016-192.** Approval of an Accommodation Tap Agreement with Angela K. Briggs, Trustee, WL #2701 Area. Tom Stalter stated this resolution is to approve an accommodation tap for water service on Rosendale Road. After review of the resolution Tom Stalter asked that this resolution be removed for year end. Doug Miller made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

### **New Business**

**Resolution 2016-195.** Change order #1-Final and release of retainage, Salenbein Trucking & Excavating, JRS-Southwood Commerce Center, SS #2500B and PP #25A. Tom Stalter stated this change order for an increase of \$53,764.30 is for final quantity adjustments. Mr. Stalter also asked that retainage be released in the amount of \$34,273.37 for the project. 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 2016-196.** Authorization for a legal services agreement between the District and Spitler, Huffman LLP for the USDA Rural Development loan requests for the Village of McComb WWTP and sanitary sewer trunk main improvements, SS #2800. Tom Stalter stated this resolution is to authorize a legal services contract with Spitler Huffman for the McComb WWTP and sanitary sewer trunk improvements. Steve Arnold made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-197.** Change order #1-Final and release of retainage, Inland Water Pollution Control, #200 Area I & I rehab. Tom Stalter stated this change order is for a decrease of \$46,157.10 for final quantity adjustments. Mr. Stalter also asked that retainage in the amount of \$8,495.82 be released to the contractor. Melinda Kale made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-198.** Authorize a contract with Meyer Hill Lynch Corporation for information technology services. Gavin Smith stated this contract is for IT services with Meyer Hill Lynch. The contract is for 3 years, he said. Doug Miller made a motion to approve. Lyle Schulte seconded the motion. **Approved.**

### **Executive Session**

None

### **Receipt of Other Comments**

None

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**Regular Meeting Dates**

Regular Meeting:	January 12, 2017 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	January 26, 2017 7:30 a.m.	District Operations Facility Regular Meeting
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**Adjournment**

Lyle Schulte 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

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