

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, DECEMBER 28, 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 28, 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	Leonard Michaels
Doug Miller	Mark Sheffer	Bill Verbosky

Members absent: None

Others:

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

Rex Huffman & Carl Ireland, Spitler Huffman LLC

Jack Jones, Poggemeyer Design Group

### **Approval of Minutes**

The minutes of the regular meeting held on December 14, 2017, were reviewed; Doug Miller made a motion to approve the minutes. Rob Armstrong 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:

- BOCC meeting with Bill Hirzel, John Cheney and Doug Miller will be January 21<sup>st</sup>
- Working on USDA docs for McComb WWTP funding
- February 16, 2018 state ethics training will be held for all the staff.
- Open House will be held May 6<sup>th</sup>. Public Relations committee will meet to review.
- TAWA meeting January 10<sup>th</sup>.
- BG Chamber dinner will be held on January 27<sup>th</sup>.
- TMACOG General Assembly will be held on January 29<sup>th</sup>. This date was added to the calendar.

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- Jack Jones will be reviewing WCEDC Phase II Water study at the end of today's meeting.

### **Reports of Committees:**

None

### **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 removed since the accommodation request has not been received yet. Doug Miller made a motion to remove. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

### **New Business**

**Resolution 2017-176.** Receipt and action on bids received for the Rockledge Farms Subdivision Waterline Replacement, WL #173A. Garret Chamberlain stated bids have been received for this project and recommends the project be awarded to Salenbein Excavating for \$202,664.00. The engineer's estimate on the project is \$255,000.00, he said. Melinda Kale made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2017-177.** Change order #3 and #4, Underground Utilities, Inc. for the Curtice Road Waterline Replacement, WL #212A. Garret Chamberlain stated that change order #3 was for an increase of \$29,837.61 and change order #4 was for a deduct of \$65,965.50 for pavement repairs, tile repairs, sidewalk charges and final quantity adjustments. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2017-178.** Authorize the release of retainage to Speer Brothers for the Bloomdale Waterline Project, WL #2700. Garret Chamberlain asked that retainage in the amount of \$1,801.15 be released to the contractor to close out the project. Steve Arnold made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2017-179.** Authorize a facility encroachment agreement with CSX Transportation for the installation of a waterline for the Weston Silver Street Waterline Loop, WL #2301B. Garret Chamberlain stated this resolution is to approve an encroachment agreement with CSX for the Weston Silver Street Waterline Loop. The cost for the agreement is \$5,850.00, he said. John Cheney made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2017-180.** In the matter of construction, maintenance and operation of sewerline project known as the Tontogany Creek Road Sewerline Extension, SS #1202, Resolution of Necessity and Intent to Proceed with Improvement. Tom Stalter stated this resolution is to approve the construction of a sewerline to 4 parcels on Tontogany Creek Road. Leonard Michaels 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 2017-181.** In the matter of construction, maintenance and operation of a waterline project known as Potter Road Waterline Extension, WL #317G, Resolution of Necessity and Intent to Proceed with Improvement. Garret Chamberlain stated this resolution is to approve the construction of a waterline on Potter Road. Waivers have been obtained he said. Melinda Kale made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Executive Session**

None

**Receipt of Other Comments**

At this time, Jack Jones presented and reviewed the Wood County Economic Development Phase II Water study.

**Regular Meeting Dates**

Regular Meeting:	January 11, 2018 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	January 25, 2018 7:30 a.m.	District Operations Facility Regular Meeting
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**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

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