

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, DECEMBER 3, 2015**

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 3, 2015 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
Lyle Schulte	Bill Verbosky	Mark Sheffer

Members absent: None

Others:

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

Rex Huffman, Spitler, Huffman, LLC
Jack Kieffer, 13207 Union Hill Rd, Bowling Green, OH 43402

Approval of Minutes

The minutes of the regular meeting held on November 19, 2015, were reviewed; Doug Miller made a motion to approve the minutes. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Correspondence

Jerry Greiner stated all correspondence has been loaded to the iPads.

Report by President and Other Officials

Jerry Greiner reported:

- Met with McComb December 1, 2015. They have submitted a formal application to join the District.
- Met with union to review wage study.
- Looking for dates for 2016 open house in late April or early May.
- Employee luncheon will be held December 11th at 12 noon.
- Commissioner appointed board members will meet with the county commissioners on December 17th at 10:00 a.m.

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- Brooks Insurance will be taking over the lawsuit filed by a resident of Rossford against the District. Spitler, Huffman Law will remain as co-counsel, however.
- Jack Jones will be giving a presentation to the board on regional water studies on December 31st at 7:30 a.m., for those who can attend.

Reports of Committees:

None to Report

New Business

Resolution 2015-130. Authorize the advertisement for bid for the Northern Service Areas Water System DBP (Disinfectant By-Product) Improvements, WL #101D. Tom Stalter asked for authorization to advertise this project on December 4th and 14th with a bid opening date to be determined. The engineer's estimate on the project is \$737,000.00, 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 2015-131. Authorize the advertisement for bid (Re-bid #2) for the Rossford Hillview Drive Sanitary Sewer Rehab, SS #5005. Tom Stalter stated this resolution is to approve the advertisement for bid on December 14th and 21st with a bid opening date to be determined. The engineer's estimate on the project is \$63,000.00, he said. 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 2015-132. Change order #2, B. Hill's Excavating for the various sanitary sewer improvements, Contract C. Tom Stalter stated this change order for an increase of \$957.60 is for additional electrical supports for the pump station and to install a cable for the crane. Leonard Michaels made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-133. Change order #2-Final, B. Hill's Excavating for the Bloomdale Sanitary Sewer Pump Station Improvements, SS #2700A. Tom Stalter stated this change order for a decrease of \$2,056.35 is for final quantity adjustments. This resolution also authorizes the release of \$8,028.36 of retainage to the contractor, he said. 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 2015-134. Authorize the advertisement for bid for the 2015 Utility Relocations (various service area locations). Tom Stalter stated this resolution is to authorize the advertisement for bid on Dates to be determined. Engineer's estimate on the project is \$350,000.00, 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 2015-135. Amendment #1, Expenditure Appropriations for Fiscal year 2015. Jerry Greiner asked that this resolution be tabled for further review. John Cheney made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

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Resolution 2015-136. Expenditure Appropriations for Fiscal Year 2016. Jerry Greiner asked that this resolution be tabled for further review. John Cheney made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2015-137. 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. Jerry Greiner asked that this resolution be tabled for further review. John Cheney made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Executive Session

John Cheney made a motion to go into Executive Session to discuss pending litigation with property owners on Five Point Road, threatened litigation with the Village of Pemberville and real estate acquisitions. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes.

Note: Board member Bill Hirzel removed himself during the executive session when real estate acquisitions were discussed.

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

Unfinished Business:

Resolution 2015-99. Approval of a settlement agreement with the Ohio EPA, et al., regarding the Five Point Road Sanitary Sewer Extension, SS #394. Jerry Greiner asked that this resolution be approved to authorize the signing of the settlement agreement pending Rex Huffman's final review. 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 2015-114. Approval of a Pemberville Sewage Treatment Contract Addendum #1. Jerry Greiner asked that this resolution be approved to authorize the signing of the addendum to the contract pending Rex Huffman's final review. Lyle Schulte made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who abstained. **Approved.**

Resolution 2015-115. Approval of a service agreement with Prism Propane. Jerry Greiner asked that this resolution be tabled for further review. Leonard Michaels made a motion to table. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Receipt of Other Comments

None

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Regular Meeting Dates

Regular Meeting: December 17, 2015 District Operations Facility
7:30 a.m. Regular Meeting

Regular Meeting: January 14, 2016 District Operations Facility
7:30 a.m. Regular Meeting

Adjournment

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

Respectfully Submitted,

Melinda Kale
Secretary

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