

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, DECEMBER 8, 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 8, 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:

Kay Ball	Jerry Greiner	Beth Vannett
Leanne O'Brien		

Rex Huffman & Carl Ireland, Spitler Huffman Law

Rob Armstrong, 29336 Belmont Lake Rd, Perrysburg, OH 43551
Jack Kieffer, 13207 Union Hill Rd, Bowling Green, OH 43402

Approval of Minutes

The minutes of the regular meeting held on November 17, 2016, were reviewed; John Cheney 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

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 29th
- Bylaw changes have been mailed to District members, deadline for objections is December 18th.

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- Recently met with Insite consultant for Wood County Economic Development from the State of Ohio on the Troy Township development site.
- Employee holiday luncheon will be held December 16th.
- Theresa Pollick-Kleinfelter has been hired as new public information officer
- Office will be closed at noon on December 23rd and all day December 26th and January 2nd
- Bowling Green monthly luncheon will be held December 19th
- Perrysburg luncheon scheduled for Tuesday, December 13th has been cancelled
- North Baltimore luncheon will be held December 22nd
- Rob Armstrong currently has 14 of the 20 required votes from the townships to be named to the board.
- Leonard Michaels currently has 7 of the 13 required votes from the municipalities to be re-named to the board.
- RTID payment of \$7500.00 will be sent next week for funding their 2017 operations.

Reports of Committees:

John Cheney reported the Safety Committee met on December 7th and reviewed the following:

- One minor accident occurred, Jim Rossow hit a deer
- Reviewed training for rest of the year
- Working to standardize first aid kits for vehicles

Unfinished Business:

Resolution 2016-183. Expenditure Appropriations for Fiscal Year 2017. Doug Miller made a motion to bring the resolution to the table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. Kay Ball reviewed the 2017 budget with the board. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-184. 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. Doug Miller made a motion to bring the resolution to the table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. Kay Ball stated this is the rate resolution for 2017 and it includes a 3% general increase in the O/M charge for sewer and a 3% increase water. Lyle Schulte made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-185. Amend certain fees and charges for services provided by the District. Doug Miller made a motion to bring the resolution to the table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. Kay Ball stated this resolution is the fees and charges schedule for 2017. There are only 2 changes, she said; the addition of the camera truck and costs for board notification requests. Doug Miller made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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New Business

Resolution 2016-186. Change order #2, E.S, Wagner Co., Oregon Sanitary Retention Basin, SS #200 Flow EQ Basin. Tom Stalter stated this change order is for a decrease of \$7,832.00 for credit for alternate pre-cast design of CRFCS. Doug Miller made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-187. Change order #1-Final and release of retainage, underground Utilities, Inc., Eastwood Schools pump station and forcemain, SS #3001. Tom Stalter stated this change order is for an increase of \$78,997.00 for final quantity adjustments. The Village of Pemberville is responsible for \$57,410.00 of this change order he said. Mr. Stalter also asked that retainage be released for this project in the amount of \$29,246.00. 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 2016-188. Review and approval of utility easements for the Main, Oak and Taylor Streets Waterline Replacement, WL #2321. Tom Stalter stated one easement has been obtained for a total of \$1.00. Bill Verbosky made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes with the exception of Mark Sheffer who abstained. **Approved.**

Resolution 2016-189. Supporting a Regional Bulk Water Supply System and Partnership for a safe, reliable and plentiful supply of potable water. Jerry Greiner stated this resolution is support for the ongoing TMACOG study for a regional bulk water supply system. John Cheney made a motion to approve. Bill Hirzel seconded the motion. **Approved.**

Resolution 2016-190. Review and approval of utility easements for the Bairdstown Sanitary Sewer Project, SS #2700. Tom Stalter stated one easement has been obtained for a total of \$2,760.00. Bill Hirzel made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-191. Change order #1, Fedewa, Inc., Southern Service Area Water System, DBP Improvements, WL #306A2. Tom Stalter stated this change order is for an increase of \$8,200.00 for repairing and painting the foundation of 2 building and installing reinforcing pads for the hanging mixer. 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 2016-192. 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 tabled to review other options Bill Verbosky made a motion to table. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2016-193. Change order #2, Speer Bros., Bloomdale Waterline System, WL #2700. Tom Stalter stated this change order is for an increase of \$29,317.00 to cover costs for additional work required due to unforeseen conditions. 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 2016-194. Amendment #1, Poggemeyer Design Group, Starbright Subdivision, Oregon and Ayers Road Waterline Replacement, WL #116A. Tom Stalter stated this amendment is for an increase of \$32,200.00 for costs for additional design services. John Cheney made a motion to approve. Lyle Schulte 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 22, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	January 12, 2017 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

Leonard Michaels made a motion to adjourn. Lyle Schulte 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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