

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, FEBRUARY 26, 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, February 26, 2015 at 7:30 a.m.

Mr. Mike Scott, Chairman, brought the meeting to order and requested that the roll be called:

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|--------------|------------------|-------------|
| Steve Arnold | John Cheney | Bill Hirzel |
| Melinda Kale | Leonard Michaels | Mike Scott |
| Mark Sheffer | | |

Members absent: Shad Ridenour, Lyle Schulte

Others:

| | | |
|---------------|----------------|--------------|
| Jerry Greiner | Gavin Smith | Beth Vannett |
| Kay Ball | Tom Stalter | Dan Wickard |
| John Sopko | Leanne O'Brien | |

Rex Huffman, Spitler, Huffman & Newlove
Denise Plummer, Poggemeyer Design Group

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

Kirsten Keller, 26076 Thompson Rd., Perrysburg, OH 43551

Approval of Minutes

The minutes of the regular meeting held on February 12, 2015, were reviewed; Mark Sheffer made a motion to approve the minutes. Steve Arnold 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. Unless there is interest, all further correspondence will be shared electronically only.

At this time, Kirsten Keller a senior from Rossford High School who has been helping the staff with the science grants for local schools gave a brief presentation on the grant itself and examples of the qualifying school's applications and use of funds.

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Report by President and Other Officials

Jerry Greiner reported:

- 5 Science grants have been awarded to local schools
- NOMA meeting will be held March 23rd.
- Meeting with Ottawa County Commissioners March 17th.
- 2015 Committee assignments have been added to the DropBox
- Finance Committee will be held March 12th after the board meeting with our new auditors.
- Bond closing was February 19th and sale on February 27th.
- A dinner for companies supporting the Navy reserve will be held March 6th
- John Cheney will be circulating the annual evaluation for the President.
- Extension Committee meeting will be held March 5th.

Reports of Committees:

None to Report

Unfinished Business:

Resolution 2015-13. Authorize the appointment of R. Kent Murphree, labor relations consultant for the District. Jerry Greiner stated this appointment of Mr. Murphree is to advise the District on personnel issues and to advise us on the upcoming union contract. Bill Hirzel recommended the resolution be tabled to be reviewed by the Administrative Committee. Bill Hirzel 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 2015-20. Change order #1, Utilicon, Inc., Rossford Colony I & I Removal, SS #5000B. Tom Stalter stated this change order is for an increase of \$2,460.37 for costs associated with repairing a water service that was found to be in a different location than the plans indicated. Leonard Michaels made a motion to approve. Mark Sheffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-21. Amendment #1, Poggemeyer Design Group, Jennings Road Pump Station, SS #5000D. Tom Stalter stated this amendment is for an additional \$3500.00 due to changes in the site plan and layout during the bidding phase of the project requiring reissuance of the drawings in an addendum. 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 2015-22. Acceptance and action on bids received for the Bloomdale Sanitary Pump Station Improvements, SS #2700A. Tom Stalter stated bids were received for this project and requested the project be awarded to B. Hill'z for the base contract of \$185,379.00 and Alternate A for \$6,499.00. The engineer's estimate on the project is \$199,000.00, he said. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2015-23. Selection of professional design firms for a water loss audit study in accordance with the Design Professional Selection Law. Tom Stalter stated 2 firms submitted a qualification statement for the water loss study; Smart Water Analytics and Jones and Henry Engineers. Mr. Stalter stated he would like to recommend the District pursue a contract with Smart Water Analytics for a water loss audit, further discussion will follow on the coast and our budget. Steve Arnold made a motion to approve. Mark Sheffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-24. Authorization to amend District Bylaws. Jerry Greiner stated this resolution is to approve additional changes made to the District bylaws which include: removal of term limits, changes to the nomination process for board members and addition of an attendance requirement. Mr. Greiner stated once this resolution is approved, members of the District will have 45 days to comments regarding the changes. Rex Huffman will file for approval in the Common Pleas Court once this is done. Leonard Michaels made a motion to approve. Mark Sheffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-25. Review and approval of utility easements for the Wise Street Sewer Extension and Pump Station Abandonment, SS #220B. Tom Stalter stated the final easement for the Wise Street Sewer Extension has been obtained from Toledo Edison for \$1.00. Leonard Michaels made a motion to approve. Mark Sheffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-26. Personnel Actions.

Jerry Greiner reviewed the following actions:

1. Acceptance of retirement for Dan Wickard, Superintendent effective February 27, 2015.
2. Acceptance to rehire Dan Wickard, Superintendent effective March 1, 2015.

Steve Arnold made a motion to accept the above actions. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Executive Session

John Cheney made a motion to go into Executive Session to discuss Jerry Greiner's 2014 evaluation. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

John Cheney made a motion to go back into regular session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

