

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JULY 23, 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, July 23, 2015 at 7:30 a.m.

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

John Cheney	Bill Hirzel	Melinda Kale
Leonard Michaels	Lyle Schulte	Mark Sheffer

Members absent: Steve Arnold

Others:

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

Rex Huffman, Spitler, Huffman LLC
Denise Plummer, Poggemeyer Design Group
Ted Bennett, Jones & Henry Engineers

Jack Keifer, 13207 Union Hill Rd, Bowling Green, OH 43402
Doug Miller, 9645 Grassy Creek Dr., Perrysburg, OH 43551

Approval of Minutes

The minutes of the regular meeting held on July 9, 2015, were reviewed; Lyle Schulte made a motion to approve the minutes. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Rex Huffman gave the oath of office to Doug Miller, newly appointed board member from the Wood County Commissioners.

Correspondence

Jerry Greiner stated 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:

- Court hearing on District Bylaws will be held August 27th.
- NEORSO hosting CORD meeting on August 28th.
- Bill Verbosky has received 4 municipal votes to be named to the board, so far.

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- Would like to schedule board planning meeting on August 20th with management.
- Met with Health Department and Emergency Management offices recently to discuss regional emergency situations relative to water quality issues.
- Wood County Township Trustees' dinner is September 17th in Pemberville, reservations due by August 28th.
- TMACOG council meeting on water quality will be held July 23rd.
- Currently working on a new records retention policy for the District.

Reports of Committees:

None to Report

Unfinished Business:

None

New Business

Resolution 2015-71. Accept the appointment of James Douglas Miller to fulfill the unexpired term of Shad Ridenour. Jerry Greiner stated Mr. Miller has been appointed to the Board by the Wood County Commissioners to fulfill the unexpired term of Shad Ridenour. 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 2015-72. Authorize the renewal of lease agreement for the Fostoria WaterShed. Jerry Greiner stated this resolution is to approve a 3 year lease with MidState Properties for the Fostoria WaterShed. The rent will increase \$25.00 each year for the next 3 years, he said. 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 2015-73. Authorize the certification of delinquent water and sewer bills. Jerry Greiner stated this resolution is to authorize the certification of delinquent water and sewer bills to the County Auditor in September. 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 2015-74. Amendment #1, Poggemeyer Design Group, Various Sanitary Sewer Improvements. Tom Stalter stated this amendment is for an increase of \$5,600.00 for the re-design and re-bidding of Contract B (chemical feed buildings) for Arlington Woods. 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 2015-75. Approval of the operating budget for fiscal year 2016. Kay Ball stated this resolution is to approve the estimated operating budget for fiscal year 2016. It is very general, with few specifics at this time, she said. This will come later in the fall, she continued. This is required by state statute, she said. Lyle Schulte made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2015-76. Acceptance and action on bids received for the Second Bowling Green Water Connection and Master Meter, WL #300C. Tom Stalter stated bids were received for the Second Bowling Green Waterline Connection and recommends the project be awarded to Underground Utilities for a bid amount of \$391,729.00. The engineer's estimate on the project is \$549,600.00, he said. 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 2015-77. Authorize a contract with Poggemeyer Design Group for the Bairdstown Sanitary Sewer Collection System. Tom Stalter stated this resolution is to approve a contract with Poggemeyer Design Group for the Bairdstown Sanitary Sewer Collection System. The Total contract amount is \$304,400.00, he said. He mentioned there were several details yet to be worked out meantime. 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 2015-78. Authorize a Facility Encroachment Agreement with CSX Transportation for the Rossford Colony Road Pumpstation Replacement, SS #5003. Tom Stalter stated this resolution is to authorize a facility encroachment agreement with CSX for the Rossford Colony Road Pumpstation. Total cost for the agreement is \$24,750.00, he said. 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 2015-79. Release of retainage to B. Hill's Excavating for the Jennings Road Pump Station, SS #5000D. Tom Stalter stated this resolution is to authorize the release of retainage to B. Hill's Excavating at the engineer's discretion. The total retainage to be released is \$26,635.20, he said. 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 2015-80. Review and approval of a utility easement for the Second Bowling Green Water Connection and Master Meter, WL #300C. Tom Stalter stated a temporary construction easement has been obtained from Hartung Brothers for \$1.00 for the Second Bowling Green Water Connection 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 2015-81. In the matter of authorizing a Non-Residential Private Infiltration and Inflow (I/I) Policy. Tom Stalter stated this resolution is to approve a new non-residential Inflow and Infiltration Policy for the District. Bill Hirzel made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-82. Change order #2, B. Hill's Excavating, #100 Area Water System Improvements. Tom Stalter stated this change order is for a decrease of \$22,750.00 for adjustments to the final contract based on unit items installed. 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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Executive Session

Leonard Michaels made a motion to go into Executive Session to discuss pending litigation with the Village of Pemberville connected with the debt on the wastewater treatment plant and Datamatic Corporation on their maintenance agreement for 2015. John Cheney seconded the motion. A roll call vote was taken with all present voting yes.

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

Resolution 2015-83. Authorize payment to Datamatic for 2015 maintenance. Jerry Greiner stated this resolution is authorizing payment for the 2015 maintenance contract with Datamatic Corp. The maintenance agreement will be cancelled for 2016, in early 2016, 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.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	August 13, 2015 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	August 27, 2015 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

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

Respectfully Submitted,

Melinda Kale
Secretary

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