

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JULY 28, 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, July 28, 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	

Members absent: Bill Verbosky

Others:

Garrett Chamberlain	Gavin Smith	Jerry Greiner
Leanne O'Brien	Simon Gundy	Kay Ball
Pam Gaffin		

Rex Huffman & Carl Ireland, Spitler Huffman Law

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

### **Approval of Minutes**

The minutes of the regular meeting held on July 14, 2016, were reviewed; John Cheney made a motion to approve the minutes. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes with the exception of Mark Sheffer who abstained. **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.

### **Public Comment**

None

### **Report by President and Other Officials**

Jerry Greiner reported:

- McComb is officially part of the District as of July 27<sup>th</sup>
- Tom Stalter has been following up with village of Walbridge after the July 14<sup>th</sup> meeting with their concerns.
- Sanders lawsuit has been settled.

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- Rossford-Perrysburg TIDD asking for help to fund TIDD.
- Currently discussing rural water ideas.
- Will take bus tour sometime in August.
- Kent Murphree, John Heer from Brooks and George Brymer (a marketing consultant) will all be attending upcoming board meetings to discuss labor issues, insurance and marketing for the District, respectively.

### **Reports of Committees:**

Steve Arnold stated the Governance Committee will meet on August 18<sup>th</sup> at 7:30 a.m.

### **Unfinished Business:**

None

### **New Business**

**Resolution 2016-118.** Authorization to apply to OWDA for the Eastwood Schools Sanitary Sewer Pumpstation and Force main, SS #3001. Garrett Chamberlain stated this resolution is authorization to apply to OWDA for the Eastwood Schools Sanitary Sewer Pumpstation and Force main. This loan will be paid back by Eastwood Schools through special assessment, 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 2016-119.** Review and approval of utility easements for the Bairdstown Sanitary Sewer Project, SS #700. Garrett Chamberlain stated this resolution is to approve a utility easement for \$2400.00. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting. **Approved.**

**Resolution 2016-120.** Authorize the release of retainage, Underground Utilities, Inc. for the Second Bowling Green Water Connection and Master Meter, WL #300C. Garrett Chamberlain stated this resolution is to authorize the release of retainage to the contractor in the amount of \$18,470.94 to close out the project. 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 2016-121.** Change order #3-Final and release of retainage, underground Utilities, Inc. for the Second Portage Waterline Connection, WL #306A3. Garrett Chamberlain stated this change order is for an increase of \$10,249.45 for final quantity adjustment. Mr. Chamberlain also asked for approval to release retainage at the engineer's discretion on this project. Doug Miller made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-122.** Authorization to apply to OWDA for the Bairdstown Sanitary Sewer Project, SS #700. Garrett Chamberlain stated this resolution is authorization to apply to OWDA for the Bairdstown Sewer Project. 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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**Executive Session**

Lyle Schulte made a motion to go into Executive Session to discuss sale of real estate at Country Manor and settled litigation with Sanders. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

Steve Arnold made a motion to return to regular session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

**Receipt of Other Comments**

None

**Regular Meeting Dates**

Regular Meeting:	August 11, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	August 25, 2016 7:30 a.m.	District Operations Facility Regular Meeting

**Adjournment**

John Cheney 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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