

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JUNE 8, 2017**

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, June 8, 2017 at 7:30 a.m.

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

Rob Armstrong	Steve Arnold	John Cheney
Bill Hirzel	Melinda Kale	Leonard Michaels
Doug Miller	Mark Sheffer	Bill Verbosky

Members absent: None

Others:

Jerry Greiner	Gavin Smith	Beth Vannett
Leanne O'Brien	Garrett Chamberlain	Tom Stalter
Theresa Pollick	Kay Ball	Laurie Mooney
Dick Heyman	Mark Davis	Dan Wickard

Rex Huffman, Carl Ireland & Chris Frasor of Spitler, Huffman & Newlove, LLP

Ted Bennett & Christina Onyskiw, Jones & Henry Engineers

Kent Murphree, Labor Relations Consultant

Andy Brossart, Bradley Payne Advisors

Jack Kiefer, 13207 Union Hill Rd, Bowling Green, OH 43402
Mike Springer, 400 Allen St., Walbridge, OH 43465

Approval of Minutes

The minutes of the regular meeting held on May 25, 2017, were reviewed; Bill Verbosky made a motion to approve the minutes. John Cheney 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.

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Report by President and Other Officials

Jerry Greiner reported:

- Board member memorial benches will be dedicated on June 13th.
- CSEAO state meeting was held June 5th and 6th
- SCEIG meeting in Columbus on June 9th for funding for the Sugar Ridge Project
- Still looking for dates and ideas for the Planning Meeting
- Wood County Mayor's dinner will be held June 28th
- Office closed for July 4th holiday on Tuesday.
- Recently renewed insurance coverage with a decreased premium and 3 year lock in rates.
- Newsletter will be out June 10th.

At this time, Kent Murphree, District labor relations attorney gave a brief synopsis of the collective bargaining agreement to the board. He stated the contract is expiring this year and will begin negotiations with the union this fall for a full contract reopener.

Reports of Committees:

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

- 2 incidents occurred including a back-up accident and one employee hurting their knee while at work.
- Logos are being changed on all District vehicles
- New safety banners have been installed
- The mandatory inspection on the bucket truck has been completed
- Received safety council award for no injuries
- Recently installed a basketball hoop for after-hours use for employees.

Unfinished Business:

Resolution 2017-55. Approval of a Business Continuity Plan for the District. Leonard Michaels made a motion to bring the resolution to the floor for consideration. Doug Miller seconded the motion. Jerry Greiner stated this resolution is the approval of a Business Continuity Plan for the District. 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 2017-59. Change order #3, Hank's Plumbing & Heating, Colony Road Pumpstation Replacement, SS #5003. Rex Huffman asked that this resolution be removed. Bill Verbosky made a motion to remove. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

New Business

Resolution 2017-70. Authorization to apply to Ohio EPA/DEFA for a Water Pollution Control Loan Fund for the Perrysburg Service Area I & I Reduction Project. Garret Chamberlain stated this resolution is authorization to apply to Ohio EPA/DEFA for the Perrysburg Service Area I & I project. Steve Arnold made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-71. Change order #1, Hank's Plumbing & Heating for the McComb WTP Train No. 2 Painting and Media Replacement, WL #2800 Area. Tom Stalter stated this change order is for an increase of \$4,871.46 for removal of upper and lower PVC distribution components. 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 2017-72. Change order #6, E.S. Wagner Co., Oregon Retention Basin SS #200 Flow EQ Basin. Tom Stalter stated this change order is for an increase of \$13,952.32 for adjustment to contract quantities. Leonard Michaels made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-73. Authorization to advertise for bids for the Woodlake Pumpstation Rehab, SS #140D. Tom Stalter stated this resolution is to authorize the advertisement for bid for the WoodLake Pumpstation Rehab project with bid dates to be determined. The engineer's estimate on the project is \$178,500.00, he said. Doug Miller made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-74. Amendment #1, Jones & Henry Engineers for the Perrysburg Service Area I & I Reduction Project. Garret Chamberlain stated this amendment is for an increase of \$25,000 for the addition of construction services. 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 2017-75. Amendment #6, Jones & Henry Engineers for the Oregon Retention Basin SS #200 Flow EQ Basin. Tom Stalter stated this amendment is an increase of \$40,000 for additional work related to changes in the scope of work made during the construction phase. 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 2017-76. Change order #1, Speer Brothers, Inc. for the Weston Main, Oak and Taylor Streets Waterline Replacement, WL #2321. Garret Chamberlain stated this change order is for an increase of \$32,483.58 to cover costs associated with internal plumbing work completed. 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 2017-77. Authorize the issuance of water and sewer revenue bonds for various water and sewer projects. Kay Ball and Andy Brossart stated this resolution is to refinance revenue bonds from 2006 and 2008. This refinance will bring a savings of \$928,000, they said over the remaining term of the bond. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2017-78. Authorize the issuance of water and sewer special assessment bonds for various water and sewer projects. Kay Ball and Andy Brossart stated this resolution is to refinance special assessment bonds issued in 2006 and 2008. This refinance will bring a savings of \$166,000, they said over the life of these bonds. 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 2017-79. Change order #1-Final and release of retainage to Zee Construction for the Rossford Colony Subdivision Waterline Loop, WL #5005. Tom Stalter stated this change order is an increase of \$21,393.00 for final quantity adjustments. Mr. Stalter also asked for authorization to release retainage in the amount of \$3,112.28 to the contractor. Doug Miller made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-80. Authorization to advertise for the Oregon Road (Chrysler) and Bays Road elevated tanks rehabilitation, WL #101F/WL #306A4. Garret Chamberlain stated this resolution is to authorize the advertisement for bid for the Oregon Road and Bays Road water tower rehab project with dates to be determined. The engineer's estimate on the project is \$500,000.00. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-81. In the matter of authorizing the partial release of retainage to Underground Utilities, Inc. for the Bairdstown Sanitary Sewer Project, SS #700. Garret Chamberlain stated this resolution is to authorize the partial release of retainage of \$2,422.29 to Underground Utilities. Melinda Kale made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-82. Change order #3, Speer Brothers, Inc., for the Bloomdale Water System, WL #2700. Tom Stalter stated this change order is for an increase of \$47,800.00 to cover costs for additional work required. Melinda Kale 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

Executive Session

Rex Huffman asked that the board go into executive session to review pending litigation with Turn Key Inc, and threatened litigation with Sensus meters. Steve Arnold made a motion to go into executive session. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes.

Doug Miller 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.

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Regular Meeting Dates

Regular Meeting:	June 22, 2017	District Operations Facility
	7:30 a.m.	Regular Meeting
Regular Meeting:	July 13, 2017	District Operations Facility
	7:30 a.m.	Regular Meeting

Adjournment

Leonard Michaels made a motion to adjourn. Doug Miller 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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