

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MARCH 10, 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, March 10, 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	Lyle Schulte
Mark Sheffer	Bill Verbosky	

Members absent: Doug Miller

Others:

Jerry Greiner	Gavin Smith	Garett Chamberlain
Leanne O'Brien	John Sopko	Kay Ball
Beth Vannett		

Rex Huffman, Spitler Huffman Law

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

Approval of Minutes

The minutes of the regular meeting held on February 25, 2016, were reviewed; Bill Verbosky made a motion to approve the minutes. Lyle Schulte 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.

Public Comment

None

Leonard Michaels joined the meeting at 7:35 a.m.

Report by President and Other Officials

Jerry Greiner reported:

- Wood County Economic Development Commission Dinner will be held March 23rd in the evening.
- BGSU State of the Region Address will be held March 21st.

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- State of the County Address will be held March 23rd in the morning.
- Wood County Township Vendor Fair will be held April 8th.
- Wood County Fair Breakfast will be held March 19th.
- Attended the Rossford Business Fair March 5th.
- Still in discussion with the Village of McComb

Reports of Committees:

Lyle Schulte stated the Public Relations Committee met on March 3rd and discussed the upcoming Annual Customer Meeting.

John Cheney stated the Safety Committee met on March 3rd and reviewed the following:

- No accidents or incidents
- Reviewed safety trainings recently attended by employees.
- Reviewed upcoming trainings

Unfinished Business:

Resolution 2016-37. Authorize a renewal of the lease agreement for the Haskins & Poe WaterShed. Jerry Greiner asked that this resolution be tabled as the agreement has not been completed yet. Lyle Schulte made a motion to table. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2016-38. Change order #1-Final, A.R.T., Inc., for the various sanitary sewer improvements, Contract B. Garret Chamberlain stated this change order is a decrease of \$17,000 for final quantity adjustments. 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 2016-39. Review and approval of utility easements for the 2015 Utility Relocations (various service areas). Garret Chamberlain stated 1 easement has been obtained for \$1.00 for this project. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2016-40. Authorize the advertisement for bid for the JRS-Southwood Commerce Center, SS #2500B and PP #25A. Garret Chamberlain stated this resolution is authorizing the advertisement for bid for the JRS-Southwood Commerce Center project. Advertising dates are to be determined and the engineer's estimate is \$931,000.00, he said. 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 2016-41. Authorize a facility encroachment agreement with CSX Transportation for the Eastwood Schools Sewer Pump Station and Forcemain, SS #3001. Garret Chamberlain stated this resolution is to authorize a facility encroachment agreement with CSX for the Eastwood Schools Sewer Pump Station and Forcemain. John Cheney 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 2016-42. Approval of a utility easement and acceptance of 8” waterline with Mike Tiller Storage Facility, WL #126A. Rex Huffman stated this resolution is approving the court order to accept a utility easement and the dedication of an 8” waterline with Mike Tiller Storage Facility. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Executive Session

None

Regular Meeting Dates

Regular Meeting:	March 24, 2016 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	April 14, 2016 7:30 a.m.	District Operations Facility Regular Meeting
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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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