

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MAY 11, 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, May 11, 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	Kay Ball
Theresa Pollick	Dan Wickard	Tom Stalter

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

Ted Bennett & Christina Onyskiw, Jones & Henry Engineers

Approval of Minutes

The minutes of the regular meeting held on April 27, 2017, were reviewed; John Cheney made a motion to approve the minutes. Leonard Michaels 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.

Report by President and Other Officials

Jerry Greiner reported:

- Open House took place on May 7th.
- Jim Carter was recently here asking for financial support for the Wood County Fair Expo Building
- TMACOG water meetings still ongoing
- WCEDC water study underway
- Will be meeting with Leipsic soon
- Board member memorial benches will be completed this summer
- Received \$22,000 for TID funding in the Crossroads area.
- Walbridge WaterShed agreement complete.

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- Will be completing a bond refinancing soon, will save the District approximately \$1 million in interest on the revenue bonds alone.

Reports of Committees:

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

- One minor incident occurred
- New reflective tape has been installed on trucks for increased visibility.
- Some employees have attended BWC meetings/trainings to earn credit through BWC
- Recently had webinar on active shooter and workplace violence
- More back-up sensors are being installed on vehicles.
- SCADA has been installed at the McComb plant.

Unfinished Business:

None

New Business

Resolution 2017-49. Acceptance and action on bids received for the Curtice Road Waterline Replacement, WL #212A. Garret Chamberlain stated bids have been received for the Curtice Road Waterline Replacement and recommends the project be awarded to Underground Utilities, Inc. for \$899,392.75 for the base and alternate #1 bid. The engineer's estimate on the project is \$1,250,000.00, he said. Leonard Michaels made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-50. Authorize the advertisement for bid for the Lady Glen Pumpstation Improvements, SS #4.2. Garret Chamberlain stated this resolution is to authorize the advertisement for bid for the Lady Glen Pumpstation Improvements. Project was advertised on April 20th and 27th with bids to be opened on May 18, 2017. Mr. Chamberlain said the engineer's estimate on the project is \$165,000.00. Steve Arnold made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes with the exception of Leonard Michaels who was out of the room. **Approved.**

Resolution 2017-51. Acceptance and action on bids received for the Starbright Waterline Replacement, WL #116A. Tom Stalter asked that this resolution be tabled to review the bids further. John Cheney made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2017-52. Change order #3, Peterson Construction Co., for the Bairdstown Sanitary Sewer Project, WL #700. Tom Stalter stated this change order is for an increase of \$3,651.00 for final quantity adjustments. 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 2017-53. Approval of utility easements for the Starbright Waterline Replacement, WL #116A. Tom Stalter stated one easement has been obtained for the Starbright Waterline Replacement Project for \$1.00. Bill Hirzel 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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Resolution 2017-54. Authorize the release of retainage to B. Hill'z Excavating for the Waterline #300 Connections Project (a/k/a Potter, BG, Euler Road(s) Loop), WL #317C1. Tom Stalter asked that retainage in the amount of \$15,791.72 be released to B. Hill'z Excavating. 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 2017-55. Approval of a Business Continuity Plan for the District. Jerry Greiner asked that this resolution be tables for further review. Doug Miller made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2017-56. Change order #3A-Final and release of retainage, Hank's Plumbing & Heating for the Southern Service Area DBP Improvements, WL #306A2. Garret Chamberlain stated this change order is for an increase of \$2,114.95 for final quantity adjustments. He also asked that retainage in the amount of \$12,925.47 be released 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 2017-57. Authorize the advertisement for bid for the Weston Main Street and Sand Ridge Road Pumpstation Rehab, SS #2301. Garret Chamberlain stated this resolution is to authorize the advertisement for bid for the Weston Main Street and Sand Ridge Road Pumpstation Rehab. The engineer's estimate on the project is \$340,000.00, he said, John Cheney made a motion to approve. Rob Armstrong seconded the motion, a roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

Dan Wickard gave a brief update to the board and said that the McComb WaterShed will be back up and running in the next week. Northwood WaterShed will break ground soon and should be completed in June. He also stated that the OPS Challenge team recently competed in Atlantic City and came in 1st in lab, 2nd in collections, 3rd in safety and 3rd overall.

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. Rob Armstrong made a motion to go into executive session. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes.

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

At this time, the board considered **Resolution 2017-58**, Approval to enter into a mediation agreement for the Colony Road Pumpstation Replacement, SS #5003. Doug Miller 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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Regular Meeting Dates

Regular Meeting:	May 25, 2017 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	June 8, 2017 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Leonard Michaels made a motion to adjourn. Steve Arnold 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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