

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MAY 12, 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, May 12, 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		Doug Miller
Lyle Schulte	Mark Sheffer	Bill Verbosky

Members absent: Leonard Michaels

Others:

Garrett Chamberlain	Gavin Smith	Jerry Greiner
Leanne O'Brien	Tom Stalter	Kay Ball
Beth Vannett		

Rex Huffman & Carl Ireland, Spitler Huffman Law

Jack Kieffer, 13207 union Hill Rd., Bowling Green, OH 43402

Approval of Minutes

The minutes of the regular meeting held on April 28, 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

Report by President and Other Officials

Jerry Greiner reported:

- Ohio Sanitary Engineers Association summer meeting will be held June 6th and 7th.
- Eric Luckage was named the new lead counsel for Northeast Sewer District.
- Wood County Fair is proceeding with construction of a new show arena and are looking for corporate sponsorship.

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- Regional water studies should be released soon.
- McComb WaterShed should be open by June 1st.
- Senior management met with McComb department heads May 11th to discuss the transition.

Reports of Committees:

John Cheney stated the Safety Committee met on May 4th and reviewed the following:

- 1 minor incident and 1 minor accident occurred.
- Reviewed bomb threat training.
- Reviewed welding training
- A new safety and evacuation training team will be formed soon.

Unfinished Business:

Resolution 2016-53. Acceptance and action on bids received for the JRS-Southwood Commerce Center, SS #2500 and PP #25A. Tom Stalter asked that this resolution be tabled until the North Baltimore contract is completed. John Cheney made a motion to table. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2016-69. Authorize and assignment and assumption agreement with the Village of McComb. Rex Huffman asked that this resolution be tabled until the final agreement is complete. Doug Miller made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2016-73. Change order #1-Final & Release of retainage, Lake County Sewer for Rossford Hillview Drive Sanitary Sewer Rehab, SS #5005. Tom Stalter stated this resolution is for a decreasing change order of \$1,050.74 for final quantity adjustments. Bill Verbosky made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-74. Review and approval of a utility easement for the Bloomdale Waterline, WL #2700. Tom Stalter stated one easement has been obtained for the Bloomdale Water Project. The easement was obtained for \$1.00 he said. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Resolution 2016-75. Review and approval of a utility easement for the Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated one easement has been obtained for the Bairdstown Sanitary Sewer Project. The easement was obtained for \$1,900.00 he said. Lyle Schulte 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 2016-76. Authorize the advertisement for bids for the Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated this resolution is to authorize the advertisement for bid for the Bairdstown Sanitary Sewer Project. Engineer's Estimate for Contract A is \$2,000,000 and Contract B is \$3,670,000 with bid dates to be determined. Doug Miller made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-77. Review and approval of utility easements for the Eastwood Schools Sanitary Sewer Pump Station and Forecemain, SS #3001. Tom Stalter stated two easements have been obtained from Freedom Township and County Line Co-Op. The easement were obtained for \$4,560.00 each. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-78. Authorize a cooperative agreement for a WaterShed water vending unit with the Village of McComb. Jerry Greiner stated this resolution is to approve a cooperative agreement for a WaterShed vending unit with the Village of McComb in their village park with no rent charge for 3 years. John Cheney made a motion to approve subject to Rex Huffman's final review. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2016-79. Change order #2, Underground utilities, Inc. for the Second Portage Waterline Connection, WL #306A3. Tom Stalter stated this change order for an additional \$34,938.00 is for work at the existing master meter located at Kramer Road and SR 25 intersection. Steve Arnold made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

Steve Arnold made a motion to go into Executive Session to discuss personnel issues. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes.

Melinda Kale made a motion to return to regular session. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes.

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	May 26, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	June 9, 2016 7:30 a.m.	District Operations Facility Regular Meeting

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Adjournment

Lyle Schulte made a motion to adjourn. John Cheney 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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