

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MAY 14, 2015**

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 14, 2015 at 7:30 a.m.

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

Steve Arnold	John Cheney	Melinda Kale
Lyle Schulte	Mark Sheffer	

Members absent: Bill Hirzel, Leonard Michaels, Shad Ridenour

Others:

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

Rex Huffman, Spitler, Huffman LLC
Denise Plummer, Poggemeyer Design Group

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

At this time, Rex Huffman opened the nominations for the Chairman and Vice Chairman position due to Mike Scott resigning from the board.

John Cheney nominated Mark Sheffer for Chairman of the Board, Lyle Schulte seconded the nomination. John Cheney made a motion to close the nominations for Mark Sheffer as Chairman. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. John Cheney made a motion to nominate Mark Sheffer as Chairman, Lyle Schulte seconded the nomination. A roll call vote was taken with all present voting yes. Mark Sheffer approved for Chairman of the Board.

Lyle Schulte nominated Steve Arnold for Vice-Chairman of the Board, Mark Sheffer seconded the nomination. Lyle Schulte made a motion to close the nominations for Steve Arnold as Vice-Chairman. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. Lyle Schulte made a motion to nominate Steve Arnold as Vice-Chairman, John Cheney seconded the nomination. A roll call vote was taken with all present voting yes. Steve Arnold approve for Vice-Chairman.

Regular Meeting
April 23, 2015

Approval of Minutes

The minutes of the regular meeting held on April 23, 2015, were reviewed; John Cheney made a motion to approve the minutes. Melinda Kale 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.

Report by President and Other Officials

Jerry Greiner reported:

- District is looking at switching a few fleet vehicles to propane.
- Open House critiques are in the DropBox for review.
- Preliminary EPA orders have been received for the Village of Bairdstown for sewer
- Couple of Personnel changes include: Angelyn Snyder recently resigned in the GIS department. Kirsten Keller was recently hired as a Document Imaging Specialist part-time and Grant Adams was hired as a GIS Tech part-time.
- Several employees recently participated in the Adopt-A-Highway program.
- District still in discussions with the TIDD Board for the collection of acreage fees in the Crossroads.
- Tom Stalter is working on an emergency water connection with Perrysburg on Five Point Road.
- Eastwood Schools still interested in sewer connection.

Reports of Committees:

John Cheney stated the Safety Committee met on May 6th and reviewed the following:

- One minor incident occurred
- Inspecting light poles for any cracks or faults
- Reviewed recent trainings
- Re-stocking first aid kits

Lyle Schulte stated the Public Relations Committee met on May 7th and reviewed the following:

- Annual Open House critiques

Unfinished Business:

None

Regular Meeting
April 23, 2015

New Business

Resolution 2015-49. Change order #2, B. Hill's Excavating, Jennings Road Pump Station, SS #5000D. Tom Stalter stated this change order is for an increase of \$21,934.00 and includes various items such as a cable change; additional bypass from pump station; bubbler change out and addition of fencing around generator. 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 2015-50. Authorize the advertisement for bid for the Second Portage Connection, WL #306A3. Tom Stalter stated this resolution is to approve the advertisement for bid for the Second Portage Connection. The bid dates are to be determined and the engineer's estimate is \$410,000.00, he said. John Cheney made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-51. Approval of a Tap Agreement with Victor & Eileen Herringshaw, Trustees, WL #316J. Tom Stalter stated this resolution is to approve a tap agreement and fees with Victor and Eileen Herringshaw for a waterline extension on Range Line Road. 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 2015-52. Authorization to amend Bylaws. Jerry Greiner asked that this resolution be tabled due to having only five board members present. John Cheney made a motion to table. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2015-53. Change order #2, Anderzack-Pitzen Construction, Inc. Wise Street Sewer Extension and Pump Station Abandonment, SS #220B. Tom Stalter stated this change order is for an increase of \$3,543.75 for grout injection to seal leak on exiting 33 inch stub. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-54. Personnel Actions. Jerry Greiner reviewed the actions as follows:

1. Approval of salary increase for District President.

Lyle Schulte made a motion to approve the above item. John Cheney 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
April 23, 2015

Regular Meeting Dates

Regular Meeting: May 28, 2015 District Operations Facility
7:30 a.m. Regular Meeting

Regular Meeting: June 11, 2015 District Operations Facility
7:30 a.m. Regular Meeting

Adjournment

Lyle Schulte made a motion to adjourn. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

Melinda Kale
Secretary

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