

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, MAY 26, 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 26, 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	Dan Wickard	

Rex Huffman & Carl Ireland, Spitler Huffman Law  
Ted Bennett & Katie Wambo, Jones & Henry Engineers

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

### **Approval of Minutes**

The minutes of the regular meeting held on May 12, 2016, were reviewed; John Cheney made a motion to approve the minutes. Doug Miller 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:

- Regional water studies should be released soon.
- McComb WaterShed should be open by June 1<sup>st</sup>.
- District has 2 new employees James Graham and Nolan Chamberlain
- Management planning meeting will be held on June 30<sup>th</sup>.

Regular Board Meeting  
May 26, 2016

- Financial statements for April are in the DropBox
- Kent Murphree will be here at the first meeting on June 6<sup>th</sup> to review labor issues
- Recently held harassment training for all employees and board members
- Dick Heyman has tentatively accepted job offer as Project Manager.

### **Reports of Committees:**

None to Report

Jerry Greiner stated the next Extension Committee meeting will be held June 2<sup>nd</sup> at 7:30 a.m.

At this time, the board considered **Resolution 2016-90**, Change order #1, E.S. Wagner Co., Oregon Sanitary Retention Basin (SS #200 Flow EQ Basin). Ted Bennett stated this change order for an increase of \$37,323.00 is to move the road access and widen the road to the EQ Basin. Doug Miller made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who abstained. **Approved.**

### **Unfinished Business:**

**Resolution 2016-53.** Acceptance and action on bids received for the JRS-Southwood Commerce Center, SS #2500 and PP #25A. John Cheney made a motion to bring the resolution to the table. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. Tom Stalter stated bids were received for this project and recommends the project be awarded to Salenbein Trucking for \$824,834.30. Engineer's estimate on the project is \$884,000.00, he said. 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 2016-69.** 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 2016-80.** Amendment #1, Poggemeyer Design Group, Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated this amendment for an increase of \$18,800.00 is to provide design and bidding services for additional items at the WWTP consisting of 2 sludge beds, SCADA system, NPW system and electric power to pump station. Doug Miller made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-81.** Amendment #1, Poggemeyer Design group, Rudolph Road Sanitary Sewer project, SS #1001. Tom Stalter stated this amendment for an increase of \$35,000.00 is for the addition of resident project representative to the project. Melinda Kale made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting. **Approved.**

Regular Board Meeting  
May 26, 2016

**Resolution 2016-82.** Amend Resolution 2016-76, Authorize the advertisement for bids for the Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated this resolution is to amend Resolution 2016-78 to authorize the advertisement for bid for the Bairdstown Sanitary Sewer Project. Mr. Stalter stated the engineer's estimate for Contract A on the original resolution was incorrect at \$2,000,000.00; the correct engineer's estimate should be \$2,215,884.00. 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 2016-83.** Authorize the advertisement for bid for the Williamsburg-on-the-River Sanitary Sewer Rehab, SS #4.1(a). Tom Stalter stated this resolution is to authorize the advertisement for bid for the Williamsburg-on-the-River Sanitary Sewer Rehab with bid dates to be determined. The engineer's estimate for the construction of the project is \$375,000.00, he said. 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 2016-84.** Authorize the advertisement for bid for the Millbury Sanitary Sewer Improvements, SS #200. Tom Stalter stated this resolution is to authorize the advertisement for bid for the Millbury Sanitary Sewer Improvements, SS #200 with bid dates to be determined. The engineer's estimate on the project is \$1,000,000.00, he said. Melinda Kale made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-85.** Change order #3, Underground Utilities, Inc., for the Second Bowling Green Waterline Connection and Master Meter, WL #300C. Tom Stalter stated this change order for an increase of \$70,182.00 is for the addition of a backflow preventer vault and includes \$7,500.00 for directional boring. Steve Arnold made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-86.** Amendment #2, Poggemeyer Design Group, Various Sanitary Sewer Improvements. Tom Stalter stated this amendment for a decrease of \$492.68 is to close out the engineering contract for the project. Bill Hirzel made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-87.** Authorization to apply to Ohio EPA/DEFA for a Water Pollution Loan Control Fund for various sewer projects. Tom Stalter stated this resolution is authorization to apply to Ohio EPA/DEFA for the Williamsburg-on-the-River Sanitary Sewer Rehab and Bairdstown Sanitary Sewer Projects. Melinda Kale made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-88.** Authorize the sale of surplus items via internet auction. Dan Wickard stated this resolution is to authorize the sale of 2 vehicles, a trash pump and a boring tool via GovDeals. Lyle Schulte made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2016-89.** Approval of a Backflow Prevention and Cross-Connection Control policy for the District. Dan Wickard stated this resolution is to approve an update to our Backflow Prevention and Cross-Connection Control policy for the District. Doug Miller made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Regular Board Meeting  
May 26, 2016

**Resolution 2016-91.** Amend Resolution 2016-72, Approval of a land purchase with C.E. Adkins Ltd., for the Flow Equalization Basin for the #200 Area. Tom Stalter stated this resolution is to amend the original land purchase due to land owner asking for an additional \$800.00 to pay farm lease. 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 2016-92.** Review and approval of utility easement for the Flow Equalization Basin for the #200 Area. Tom Stalter stated one easement has been obtained for the Flow Equalization Basin for the #200 Area for \$1.00. Steve Arnold made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who abstained. **Approved.**

### **Executive Session**

Steve Arnold made a motion to go into Executive Session to discuss the President's annual review. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes.

Steve Arnold made a motion to return to regular session. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes.

### **Receipt of Other Comments**

None

### **Regular Meeting Dates**

Regular Meeting:	June 9, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	June 23, 2016 7:30 a.m.	District Operations Facility Regular Meeting

### **Adjournment**

Bill Verbosky 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

/lob