

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MAY 28, 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 28, 2015 at 7:30 a.m.

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

Steve Arnold	Bill Hirzel	John Cheney
Melinda Kale	Lyle Schulte	Mark Sheffer

Members absent: Leonard Michaels, Shad Ridenour

Others:

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

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

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

Approval of Minutes

The minutes of the regular meeting held on May 14, 2015, were reviewed; John Cheney 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.

Report by President and Other Officials

Jerry Greiner reported:

- Gavin Smith and Tom Stalter attended the Ohio Rural Water Conference on May 19th and 20th.
- Landscaping and restoration is underway
- Public Relations committee will meet sometime in June or July
- Nominations for the open board seat are due May 29th.

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At this time, Simon Gundy gave the board a brief update on converting some of the vehicle fleet to propane fuel. He stated he has looked into buying conversion kits for a few of the District vehicles to convert them to dual fuel (propane and gas). The conversion kits can be installed ourselves and cost approximately \$3500 and can only be used on the gas vehicles. He stated the payback for converting the vehicles to propane is less than 2 years given the propane prices stay low.

At this time, Kay Ball gave the board an update on the audit. She stated the auditors will be back in June and a Finance Committee will be set-up in late June to review the audit findings.

Reports of Committees:

None

Unfinished Business:

Resolution 2015-52. Authorization to amend Bylaws. Rex Huffman stated a change was made to address naming officers should they all be absent in a quorum-sufficient board meeting. John Cheney made a motion to take the resolution off the table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. Steve Arnold made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2015-55. Designation for signing banking documents. Kay Ball stated this resolution is needed since the board officers have changed due to Mike Scott resigning from the board. Bill Hirzel made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-56. Amendment #1, Poggemeyer Design Group, Second Bowling Green Waterline, WL #300C. Tom Stalter stated this amendment is for an increase of \$15,450.00 for the addition of construction services. Lyle Schulte made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-57. Authorize a contract with Poggemeyer Design Group for the Eastwood Schools Sanitary Pump Station and Force main, SS #3001. Tom Stalter stated this resolution is to authorize a contract with Poggemeyer for the Eastwood Schools sanitary sewer pump station and collection force main. The total engineering contract is for \$56,650.00, he said. John Cheney made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2015-58. Amendment #2, Poggemeyer Design Group, Rossford Tree Street Lining Project. Tom Stalter stated this amendment is a decrease of \$1,464.27 to remove construction observation. Bill Hirzel made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2015-59. Change order #1, United Pipeline Renewal, Northwood Homecraft Sanitary Sewer Rehabilitation, Phase II, SS #4000B. Tom Stalter stated this change order is for an increase of \$17,359.00 for miscellaneous additional work needed. Melinda Kale made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Executive Session

John Cheney made a motion to go into Executive Session to discuss litigation regarding the Five Point Road ERAC appeal. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes.

Bill Hirzel made a motion to go back into regular session. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes.

Regular Meeting Dates

Regular Meeting:	June 11, 2015 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	June 25, 2015 7:30 a.m.	District Operations Facility 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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