

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, NOVEMBER 19, 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, November 19, 2015 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	Leonard Michaels	Doug Miller
Lyle Schulte	Bill Verbosky	Mark Sheffer

Members absent: None

Others:

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

Rex Huffman, Spitler, Huffman, LLC

**Approval of Minutes**

The minutes of the regular meeting held on November 5, 2015, 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.

Bill Hirzel joined the meeting at 7:35 a.m.

**Report by President and Other Officials**

Jerry Greiner reported:

- Wood County Economic Development Reception will be held on December 2<sup>nd</sup> at the Holiday Inn French Quarter.
- Officials from McComb will be here today to tour the facility.
- Annual Board of County Commissioners meeting with commissioner appointed board members (Cheney, Hirzel, and Miller) will be held on December 17<sup>th</sup> at 10:00 a.m.

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- Holiday dinner will be held on December 1<sup>st</sup> at Stone Ridge, reservations are due today.
- Will be meeting with the chamber of commerce groups soon.
- The office holiday luncheon will be held December 11<sup>th</sup>.
- TMACOG rate study meeting was held November 6<sup>th</sup>.
- Met with North Baltimore to discuss sewer services November 17<sup>th</sup>.
- Northwood School asked to have their system development fee for their new school be waived or reduced. The board consensus was to follow policy and collect entire amount.

Tom Stalter gave the board another update on the status of the Southwood JRS project and stated a decision would need to be made today whether to proceed with the project or not. After some discussion, John Cheney made a motion to proceed with the project as discussed. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

### **Reports of Committees:**

None to Report

### **Unfinished Business:**

**Resolution 2015-99.** Approval of a settlement agreement with the Ohio EPA, et al., regarding the Five Point Road Sanitary Sewer Extension, SS #394. Jerry Greiner asked that this resolution be tabled. Lyle Schulte made a motion to table. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2015-114.** Approval of a Pemberville Sewage Treatment Contract Addendum #1. Rex Huffman asked that this resolution be tabled for further review. A settlement should be ready to present to the board at the next meeting, he said. John Cheney made a motion to table. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2015-115.** Approval of a service agreement with Prism Propane. Jerry Greiner asked that this resolution be tabled for further review. Melinda Kale made a motion to table. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

### **New Business**

**Resolution 2015-124.** Review and approval of utility easements for the Second Bowling Green Water Connection and Master Meter, WL #300C. Tom Stalter stated this resolution is to approve 4 utility easements totaling \$4,000.00 for the Second Bowling Green Water connection and Master Meter Project. John Cheney made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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**Resolution 2015-125.** Authorize the advertisement for engineering qualifications for 2016. Tom Stalter stated this resolution is to approve the advertisement for engineering qualifications for 2016. The District will be asking for updates from firms that submitted last year and full statements from any new companies, he said. Lyle Schulte made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2015-126.** Acceptance and action on bids received for the Second Portage Connection, WL #306A3. Tom Stalter stated bids were received for the Second Portage Connection and recommends the project be awarded to Underground Utilities for \$443,738.95. The engineer's estimate on the project is \$875,000.00, he said. Leonard Michaels made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2015-127.** Amendment #1, Developer's agreement with Or-Win Farms, LLC WL #318-F-1. Tom Stalter stated the amendment to the developer agreement is a change to the amount collected from homes along the water line route. \$9,050.00 will be collected from each home along the route who connect to the waterline, he said. 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 2015-128.** Authorize the continuation of the appointment of R. Kent Murphree, Labor Relations Consultant. Jerry stated this resolution is to continue the appointment of Kent Murphree for an additional 2 years as the District's Labor Relations Consultant. John Cheney made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2015-129.** Approval of bond purchase and cooperative agreement with Perrysburg Township and Rossford Transportation and Improvement District. Rex Huffman stated this resolution is to approve a bond purchase and cooperative agreement with Perrysburg Township and Rossford Transportation and Improvement District for the Crossroads area in Rossford. Bill Hirzel 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 Doug Miller who abstained. **Approved.**

### **Executive Session**

None

### **Receipt of Other Comments**

None

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**Regular Meeting Dates**

Regular Meeting:	December 3, 2015 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	December 17, 2015 7:30 a.m.	District Operations Facility Regular Meeting
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At this time, Tom Stalter introduced to the board Kevin Siferd, Administrator, Village of McComb and Robert Schwab, Mayor, Village of McComb to the board.

**Adjournment**

John Cheney made a motion to adjourn. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

Melinda Kale  
Secretary

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