

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 30, 2017**

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 30, 2017 at 7:30 a.m.

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

Rob Armstrong	Steve Arnold	John Cheney
Bill Hirzel		Leonard Michaels
Doug Miller	Mark Sheffer	Bill Verbosky

Members absent: Melinda Kale

Others:

Tom Stalter	Garrett Chamberlain	Jerry Greiner
Gavin Smith	Beth Vannett	Leanne O'Brien
Theresa Pollick	Simon Gundy	Dick Heyman
Dan Wickard	Kay Ball	

Rex Huffman & Carl Ireland, Spitler Huffman LLC

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

Executive Session

Jerry Greiner recommended the board go into Executive Session to discuss personnel issues related to union negotiations. John Cheney made a motion to go into Executive Session. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes.

Doug Miller made a motion to go back into Regular Session. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes.

Resolution 2017-169. Personnel Actions. Jerry Greiner stated this resolution was the approval of the union contract. The contract will be in effect for 3 years, he said. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Approval of Minutes

The minutes of the regular meeting held on November 9, 2017, were reviewed; John Cheney made a motion to approve the minutes. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Correspondence

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:

- Employee Holiday luncheon will be held December 15th.
- WCEDC Phase II Water study will be released in the next couple of days.
- Propose another bus tour soon.
- Holiday dinner will be held on December 5th at StoneRidge.

At this time, Jerry Greiner gave a brief overview of the proposed McComb Wastewater Plant financing plan.

Reports of Committees:

None to Report

Unfinished Business:

None

New Business

Resolution 2017-153. Authorize the sale of surplus items via internet auction. Simon Gundy stated this resolution is authorization to sell surplus items via GovDeals. Rob Armstrong made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-154. Acceptance and action on bids received for the Lime City & Buck Road Waterline Replacement, WL #188C. Garret Chamberlain stated bids were received for this project and recommends the project be awarded to Buckeye Excavating for \$373,455.00. The engineer's estimate for the project is \$410,000.00, he said. Bill Hirzel made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-155. Authorization to apply to OWDA for various waterline projects. Garrett Chamberlain stated this resolution is authorization to apply to OWDA for four waterline projects including: Lime City & Buck roads, Village of McComb watersystem improvements, and new loop to existing lines on Silver Street in Weston and Rockledge Farms Subdivision waterline. Bill Verbosky made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2017-156. Acceptance and action on bids received for the Weston Silver Street Waterline Loop, WL #2301B. Garret Chamberlain stated bids were received for this project and recommends the project be awarded to Vernon Nagel for \$263,391.00. The engineer's estimate on the project is \$338,500.00, he said. Doug Miller made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Bill Verbosky left the meeting at 9:40 a.m.

Resolution 2017-157. Acceptance and action on bids received for the Village of McComb Water System Improvements, WL #2811. Garret Chamberlain stated bids were received for this project and recommends the project be awarded to R.A. Bores for \$271,229.80. The engineer's estimate on the project is \$277,436.50, he said. Doug Miller made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-158. Change order #1, B. Hill's Excavating, Hoytville Wastewater Treatment Plant Improvements, SS #1501. Tom Stalter stated this change order is for an increase of \$1,792.96 for discharge structure work non-performed and valve replacement at the pumpstation. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-159. Authorize the partial release of retainage to Underground Utilities, Inc. for the Curtice Road Waterline Replacement, WL #212A. Tom Stalter stated this resolution is to authorize a partial release of retainage of \$23,946.25 to the contractor. Steve Arnold made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-160. Approval of an Accommodation Tap Agreement with Jessie M. Instone, WL #316G Area. Tom Stalter stated this resolution is to approve an accommodation tap with Jessie Instone for water service on Potter Road. Total waiver amount is \$8,462.00, he said. Leonard Michaels made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-161. Approval of an accommodation tap agreement with Clifford and Janet Williams, WL #2400 Area. Tom Stalter asked that this resolution be tabled since the accommodation request has not be received yet. Steve Arnold made a motion to table. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2017-162. In the matter of the construction, maintenance and operation of a waterline project known as the Wingston Road Waterline Extension, WL #2323, Resolution of Necessity and Intent to Proceed with Improvement. Tom Stalter stated this resolution is approval to proceed with the project for the waterline extension on Wingston Road. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-163. Review and approval of utility easements for the Village of McComb, SS #2800. Tom Stalter stated this resolution is to approve one (1) utility easement received from the Village of McComb for \$1.00. John Cheney 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 2017-164. Accept the appointment of Bill Verbosky to the Board of Trustees. Jerry Greiner stated that Bill Verbosky has received a majority of votes from the member municipalities to be reappointed to the board for a new 3 year term. 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 2017-165. Accept the appointment of Melinda Kale to the Board of Trustees. Jerry Greiner stated that Melinda Kale has received a majority of votes from the member townships to be reappointed to the board for a new 3 year term. 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 2017-166. Accept the appointment of Bill Hirzel to the Board of Trustees. Jerry Greiner stated that the Board of Commissioners have voted to reappoint Bill Hirzel to the Board for a new 3 year term. Doug Miller made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who abstained. **Approved.**

Resolution 2017-167. Authorize the advertisement for bids for the Rockledge Farms Subdivision Waterline Replacement, WL #173A. Garret Chamberlain stated this resolution is authorization to bid the Rockledge Farms Waterline replacement. Advertising will take place on December 6th and 13th with bids being opened on December 21st. Engineer's estimate on the project is \$258,657.00, he said. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-168. Authorize a contract with Poggemeyer Design Group for the McComb Raw Water Pumpstation Improvements, WL #2813. Garret Chamberlain stated this resolution is to approve a contract with Poggemeyer Design Group for the McComb Raw Water Pumpstation Improvements. Contract total is \$52,000.00, he said. Leonard Michaels made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	December 14, 2017 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	December 28, 2017 7:30 a.m.	District Operations Facility Regular Meeting

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Adjournment

Doug Miller made a motion to adjourn. Leonard Michaels 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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