

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 9, 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 9, 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	Melinda Kale	Leonard Michaels
Doug Miller	Mark Sheffer	Bill Verbosky

Members absent: None

Others:

Tom Stalter	Garrett Chamberlain	Jerry Greiner
Gavin Smith	Beth Vannett	Leanne O'Brien
Theresa Pollick		

Rex Huffman & Carl Ireland, Spitler Huffman LLC

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

Approval of Minutes

The minutes of the regular meeting held on October 26, 2017, were reviewed; Steve Arnold 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

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:

- The Wood County Economic Development Holiday Reception will be held November 30th.
- Propose another bus tour soon.
- We have received 10 votes from the townships to reappoint Melinda Kale (township seat) and 7 from the municipalities to reappoint Bill Verbosky (municipal seat). The Wood County Commissioners have re-appointed their representative Bill Hirzel.

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- Holiday dinner will be held on December 5th at StoneRidge; deadline for reservations are Friday November 23rd and payment due by November 30th.
- State Ethics presentation will be held February 16th.
- Wood County Mayor's dinner was held November 8th in Fostoria

At this time, Jerry Greiner gave a brief overview of the Toledo Area Water Authority (TAWA) outline.

Reports of Committees:

Leonard Michaels reported that the Administrative Committee met on November 3rd and reviewed the following:

- Labor negotiations
- Succession planning
- Full-time GIS technician
- Apprentice program
- Management salary pool
- Employee survey results

Executive Session

Jerry Greiner recommended the board go into Executive Session to discuss pending litigation with HPH Construction and Turnkey Tunneling and review labor relations issues. Bill Verbosky made a motion to go into Executive Session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

Leonard Michaels 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.

Doug Miller left the meeting at 9:50 a.m.

Unfinished Business:

None

New Business

Resolution 2017-146. Selection of pre-qualified design firms for the provision of a Biosolids Management Plan. Tom Stalter stated one firm, Wessler Engineering submitted a proposal for the Biosolids Management Plan. Mr. Stalter recommends the board accept this proposal. John Cheney 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 and Leonard Michaels who voted no. **Approved.**

Resolution 2017-147. Amendment #2, Poggemeyer Design Group, Rudolph Road Sanitary Sewer Project, SS #1001. Tom Stalter stated this amendment is for a decrease of \$9,387.72 for representative services not used. Bill Hirzel made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2017-148. Authorize the advertisement for engineering qualifications for 2018. Tom Stalter stated this is the annual resolution to authorize the advertisement for engineering qualifications. Advertising dates are to be determined, 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 2017-149. Change order #1, Cash Services for the Starbright Waterline Replacement, WL #116A. Garret Chamberlain stated this change order for an additional \$13,900.00 is for the addition of a 2" water service connection and a 4" waterline connection which were unknown conditions and discovered in the field. Leonard Michaels made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Leonard Michaels left the meeting at 10:10 a.m.

Resolution 2017-150. Authorize the advertisement for bid for the #100 Lead Service Elimination/Replacement Phase I Project. Garret Chamberlain stated this resolution is the authorization to bid for the #100 Lead Service Area Elimination/Replacement Phase I Project. Dates are to be determined with an engineer's estimate of \$953,000.00, he said. Melinda Kale 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 voted no. **Approved.**

Resolution 2017-151. Acceptance and action on bids received for the Cummings Tri-State Pump Station Rehabilitation, SS #146. Garret Chamberlain stated bids were received for the Cummings Tri-State Pump Station Rehabilitation and recommends the project be awarded to RG Zachrich for \$140,899.00. Steve Arnold made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-152. Authorization to apply to the Ohio EPA/DEFA for a Water Supply Revolving Loan Agreement, #100 Area Lead Service Elimination/Replacement Phase I Project. Garret Chamberlain stated this resolution is authorization to apply to Ohio EPA/DEFA for a Water Supply Revolving Loan Agreement, #100 Area Lead Service Elimination/Replacement Phase I Project. Steve Arnold made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted no. **Approved.**

Receipt of Other Comments

Melinda Kale suggested the Administrative Committee meet earlier next year, possibly by September.

Regular Meeting Dates

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

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Adjournment

Melinda Kale made a motion to adjourn. Bill Hirzel 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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