

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, OCTOBER 27, 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, October 27, 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	Leonard Michaels	
Mark Sheffer	Lyle Schulte	Bill Verbosky

Members absent: Doug Miller

Others:

Kay Ball	Gavin Smith	John Sopko
Leanne O'Brien	Tom Stalter	Beth Vannett
Jerry Greiner	Garret Chamberlain	Dick Heyman

Rex Huffman, Spitler Huffman Law
Ted Bennett, Jones & Henry Engineers
Denise Plummer, Poggemeyer Design Group

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

Approval of Minutes

The minutes of the regular meeting held on October 13, 2016, were reviewed; Lyle Schulte made a motion to approve the minutes. Bill Verbosky 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.

Public Comment

None

Leonard Michaels joined the meeting at 7:35 a.m.

Regular Board Meeting
October 27, 2016

Report by President and Other Officials

Kay Ball reported:

- McComb agreement is close to completion.
- Will be hosting ORC 6119 meeting at the District on November 4th.
- Will be holding a District open house on December 29th
- Holiday dinner will be held December 6th.
- Wood County Mayor's meeting will be held November 4th
- Annual Open house will be held May 7, 2017.
- Letters have been mailed out to member municipalities and townships regarding open board seats
- Tom Stalter stated he met with USDA on October 26th to discuss the McComb project.

Reports of Committees:

None to Report

Unfinished Business:

Resolution 2016-144. Authorization to amend District Bylaws. Rex Huffman asked that this resolution be tabled for further review of the board bylaws. John Cheney made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2016-161. Acceptance and action on bids received for the Millbury Sanitary Sewer Improvements, SS #200. Bill Verbosky made a motion to bring the resolution to the table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. Tom Stalter recommended to the board that the base bid be awarded for this contract to VISU Sewer for \$1,004,450.00. The engineer's estimate on the project is \$1,100,000.00, he said. Ted Bennett from Jones and Henry briefly reviewed the project scope with the board. Tom Stalter stated we may come back and do the alternate contract work by change order. Leonard Michaels made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2016-167. Acceptance on general maintenance agreement with the Village of Tontogany, Washington Township and Grand Rapids Township for a 2016 Brush Chipper. Jerry Greiner stated this agreement is a maintenance agreement for a new brush chipper with Washington and Grand Rapids Township and the Village of Tontogany. Bill Hirzel made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Regular Board Meeting
October 27, 2016

Resolution 2016-168. Change order #1, Peterson Construction Co., Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated this change order is for an increase of \$98,499.00 for adjustment to contract quantities and enhancements requested by operations to the project. John Cheney made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes with the exception of Leonard Michaels who was out of the room. **Approved.**

Resolution 2016-169. Change order #1, Underground Utilities, Inc., Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated this change order is for an increase of \$28,642.42 for adjustment for contract quantities and rock excavation. 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 Leonard Michaels who was out of the room. **Approved.**

Resolution 2016-170. Review and approval of utility easement for the Bairdstown Sanitary Sewer Project, SS #700. Tom Stalter stated a total of 6 easements have been obtained totaling \$12,422.00 for this project. Steve Arnold made a motion to approve. Bill Verbosky seconded the motion. **Approved.**

Resolution 2016-171. Approval of a Residential Inflow and Infiltration Policy and Grant Program. Tom Stalter asked that this resolution be tabled for further review of the policy by the board and management. John Cheney made a motion to table. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

At this time, John Heer and Kevin Brennan from Brooks Insurance presented to the board an update on cyber-crime and insurance coverage.

Executive Session

Jerry Greiner suggested the board go into Executive Session to discuss management salaries for 2017. Leonard Michaels made a motion to go into Executive Session. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes.

Leonard Michaels made a motion to return to regular session. John Cheney seconded the motion. A roll call vote was taken with all present voting yes.

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	November 3, 2016 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	November 17, 2016 7:30 a.m.	District Operations Facility Regular Meeting

Regular Board Meeting
October 27, 2016

Adjournment

Lyle Schulte 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