

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, OCTOBER 8, 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, October 8, 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	John Sopko
Kay Ball	Dan Wickard	Beth Vannett
Tom Stalter	Garrett Chamberlain	Ray Donald

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 September 24, 2015, were reviewed; Doug Miller 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:

- Wood County Mayor's meeting will be held October 14<sup>th</sup>.
- Dan and Simon met with McComb recently to discuss sewer plant issues.
- Rotary is hosting a regional water meeting October 23<sup>rd</sup> and 24<sup>th</sup>.
- Department budget meetings are underway.
- Several blogs have been written and uploaded to the District website.
- Looking for dates and venues for the annual holiday dinner.

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- WCEDC holiday dinner will be held December 2<sup>nd</sup> at the French Quarter.
- Looking at moving November and December meeting times to the first and third Thursday to avoid Thanksgiving and Christmas (decision on October 15<sup>th</sup>).
- The next finance and extension committee meeting will be held October 15, 2015.

### **Reports of Committees:**

John Cheney stated the Safety Committee met on October 7<sup>th</sup> and reviewed the following:

- No accidents or injuries to report
- Upcoming training schedule
- Last 2 years of accidents and injuries
- Discussed propane vehicle conversion
- Flu shots will be given to all District employees who want one.

### **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. Doug Miller made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

### **New Business**

**Resolution 2015-105.** Authorization to apply to Ohio EPA/DEFA for a Water Supply Revolving Loan Account for the 2<sup>nd</sup> Portage Waterline Connection Project, WL #306A3. Tom Stalter stated this resolution is to authorize and application with Ohio EPA/DEFA for the 2<sup>nd</sup> Portage Waterline Connection Project. Leonard Michaels made a motion to approve. Bill Verbosky seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2015-106.** Change order #5, Vernon Nagel, Inc. for the Hillside Drive Sanitary Sewer Extension, SS #5004. Tom Stalter stated this change order is for a decrease of \$2,645.00 for final quantity adjustments. 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 2015-107.** Change order #1, Lake County Sewer for the Northwood Homecraft Sanitary Sewer Rehab (grouting), SS #4002. Tom Stalter stated this change order is for an increase of \$40,983.00 for adjustment to contract quantities including additional grouting, cleaning pipe prep and additional lining of pipe. Leonard Michaels made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2015-108.** Amendment #1, Poggemeyer Design Group, Second Portage Waterline Connection, WL #306A3. Tom Stalter stated the amendment is an increase of \$17,100.00 for the addition of construction services. John Cheney made a motion to approve. Steve Arnold seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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**Resolution 2015-109.** Change order #2, United Pipe Renewal for the Northwood Homecraft Sanitary Sewer Rehab, Phase II, SS #4000. Tom Stalter stated this change order is a decrease of \$141,160.00 due to non-performance of proposed work due to various in-field conditions. 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 2015-110.** Change order #2, Utilicon Corp., for the Rossford Colony I & I removal, SS #5000B. Tom Stalter stated this change order is for an increase of \$7,847.80 to adjust final quantities due to several items exceeding plan quantities. Bill Verbosky made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2015-111.** Amendment #5, Jones & Henry Engineers, Flow Equalization Basin/Wise Street Sewer Extension and Pump station Abandonment, SS #220B. Tom Stalter stated this amendment is an increase of \$148,000.00 to include construction and engineering services to the contract. John Cheney made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who abstained. **Approved.**

**Resolution 2015-112.** Approval of amendment to the Oregon Sewer Agreement. Tom Stalter stated this resolution is to approve an amendment to the Oregon Sewer Agreement. Lyle Schulte made a motion to approve. Doug Miller 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 2015-113.** Authorize the sale of surplus items via internet auction. Dan Wickard stated this resolution is to approve the sale of surplus items via GovDeals internet auction. John Cheney made a motion to approve. Doug Miller seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Executive Session**

None

**Receipt of Other Comments**

None

**Regular Meeting Dates**     \*Tentative\*

Regular Meeting:	November 5, 2015 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	November 19, 2015 7:30 a.m.	District Operations Facility Regular Meeting

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**Adjournment**

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

Respectfully Submitted,

Melinda Kale  
Secretary

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