

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, SEPTEMBER 14, 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, September 14, 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	
Bill Hirzel	Melinda Kale	Leonard Michaels
	Mark Sheffer	

Members absent: John Cheney, Doug Miller, Bill Verbosky

Others:

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

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 August 24, 2017, were reviewed; Steve Arnold made a motion to approve the minutes. Leonard Michaels 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:

- We have received 1 ballot from the townships in support for Melinda Kale
- Township dinner will be held September 14, 2017
- Working on 2018 budget and committee meetings are being set
- Looking at dates for holiday dinner to be held at Belmont Country Club
- Propose moving the November board meetings to November 9th and 30th.
- McComb WWTP did not get funding for this year from USDA.
- TMACOG water meeting was held September 13th.

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Reports of Committees:

Theresa Pollick stated the Public Relations Committee met on August 31st and reviewed the minutes:

- Reviewed need for mobile friendly website and digital media
- Discussed the addition of a quarterly newsletter
- Discussed more school outreach

Steve Arnold stated the Governance Committee met on August 24th and reviewed the minutes:

- Upcoming board nominations for open board seats
- 2018 budget planning
- Need for a planning meeting
- Email and DropBox access for retired board members.

Unfinished Business:

None

New Business

Resolution 2017-120. Acceptance and action on bids received for the Weston Main Street and Sand Ridge Road Pumpstation Rehab, SS #2301. Garret Chamberlain stated bids were received for this project and recommends the project be awarded to Zee Construction for the bid price of \$293,400.00. The engineer's estimate on the project is \$320,000.00, he said. 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 2017-121. Amendment #3, Poggemeyer Design Group, WL #300 Area Waterline Connection Project, (a/k/a Potter, BG, Euler Road(s) Loop, WL #317C1. Garret Chamberlain stated this amendment is for a deduct of \$12,478.52 to close-out the project. Melinda Kale made a motion to approve. Rob Armstrong seconded the motion, a roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-122. Review and approval of utility easements for the Curtice Road Waterline Replacement, WL #212A. Garret Chamberlain stated 7 easements have been obtained for a total of \$11,970.00 for the Curtice Road Waterline Replacement Project. Leonard Michaels made a motion to approve. Steve Arnold seconded the motion, a roll call vote was taken with all present voting yes. **Approved.**

Resolution 2017-123. Change order #2, Underground Utilities, Inc., for the Curtice Road Waterline Replacement, WL #212A. Garret Chamberlain stated this change order is for an increase of \$19,217.55 which is necessary due to the lack of a needed easement from one of the property owners. Rob Armstrong made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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Resolution 2017-124. Authorize the partial release of retainage to E.S. Wagner Co., for the Oregon Retention Basin, SS #200 Flow EQ Basin. Tom Stalter stated this resolution is to approve the partial release of retainage of \$1,380.44 to E.S. Wagner. Melinda Kale made a motion to approve. Rob Armstrong seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Executive Session

None

Regular Meeting Dates

Regular Meeting:	September 28, 2017 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	October 12, 2017 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

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

Respectfully Submitted,

Steve Arnold
Vice Chairman

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