



## CITY OF BOWLING GREEN - OFFICE OF MUNICIPAL UTILITIES

304 North Church Street  
Bowling Green, Ohio 43402

Phone: (419) 354-6246  
Fax: (419) 353-4763

E-Mail: [bgutildir@bgohio.org](mailto:bgutildir@bgohio.org)

The Bowling Green Board of Public Utilities met in regular session on Monday, April 11, 2016, in the City Council Chambers, Third Floor, City Administrative Service Building, Bowling Green, Ohio. In attendance were:

Megan Newlove, Chairperson, Board of Public Utilities;  
Mike Frost, Member, Board of Public Utilities;  
Bill Culbertson, Member, Board of Public Utilities;  
Matt Paquette, Member, Board of Public Utilities;  
Amy Craft Ahrens, Member, Board of Public Utilities;  
Brian O'Connell, Utilities Director;  
Daryl Stockburger, Assistant Utilities Director;  
Jackie Spangenberg, Utility Business Office Manager/Deputy Finance Director;  
John Stewart, Assistant Superintendent, Electric Division;  
Mike Fields, Assistant Superintendent, Water Treatment Division;  
Mike Johnson, Superintendent, Water Distribution & Wastewater Collection Division;  
John Bella, Assistant Superintendent, Water Pollution Control Division;  
Lori Tretter, Municipal Administrator;  
Joe Fawcett, Assistant Municipal Administrator;  
Mike Marsh, City Attorney;  
Jason Sisco, City Engineer;  
Brian Bushong, Finance Director;  
Sue Clark, Bowling Green Community Development Foundation;  
Mike Aspacher, Member, City Council;  
Bruce Jeffers, Member, City Council;  
Joyce Kepke; and  
Clint Corpe; and  
Troy Sonner, Poggemeyer Design Group

The meeting began with the Pledge of Allegiance. All five Board Members were present.

### I. **Approval of Minutes**

Ms. Newlove requested additions and/or corrections to the minutes of the regular March 14, 2016, Board of Public Utilities meeting.

**Mr. Culbertson moved to approve the minutes from the March 14, 2016, Board of Public Utilities meeting. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

Ms. Newlove presented Mrs. Joyce Kepke with a resolution from the Board of Public Utilities thanking her for her dedication and hard work during her tenure with the Board.

### II. **Lobby Visitation**

Mr. Neocles Leontis extended an invitation to the Board to attend the Creative Care Celebration on Sunday, April 17<sup>th</sup>.

**III. Utilities Director Report****A. Sale of Obsolete Items**

Mr. O'Connell requested the Board's approval to sell obsolete items that are no longer required for utility operations at public auction and having a value in excess of \$1,000.

**Mr. Frost moved to approve Resolution 04-2016-01 authorizing the Director of Utilities to sell obsolete items no longer needed for municipal purposes by public auction. Ms. Craft Ahrens seconded the motion. On voice vote, the motion carried unanimously.**

**B. Acceptance of Easements – Pheasant Roost – 1157 & 1159 Meadowlark Lane**

Mr. O'Connell requested the Board's approval to accept utility easements from the American Title Agency listed below.

NAME	PARCEL #	TYPE OF EASEMENT
American Title Agency, Inc.	B08-510-1404-10-016-000 Inlot #7193	4' Utility Easement
American Title Agency, Inc.	B08-510-1404-10-015-000 Inlot # 7192	11' Utility Easement

Mr. O'Connell also requested the Board approve a request to vacate the two existing 7.5 foot easements on Lots #7191 and #7192. These vacating easements have been approved by the Electric and Water & Sewer Divisions.

**Mr. Culbertson moved to approve Resolution 04-2016-02 authorizing the Utilities Director to accept utility easements from American Title Agency, Inc. and vacate easements located on Inlots #7191 and #7192 on Meadowlark Lane. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**IV. Superintendent Reports****A. Utility Business Office**

Ms. Spangenberg reported since the weather warmed up staff was able to send out shut off notices to 166 customers. The total shut off amount was \$67,000.

**B. Electric Division**

Mr. Stewart reported the crews have finished the underground electric at Tanglewood and are working on underground electric at Cedar Lane.

**C. Water Treatment Division**

Mr. Fields reported the Intake project is moving forward. The RO Membrane will be replaced in early May.

**D. Water Distribution & Wastewater Collection Division**

Mr. Johnson reported the sewer division has been televising sewers in the First Ward. The water division has been updating the GIS map.

E. **Water Pollution Control Division – No Report**

**V. Official Reports**

A. **Mayor – Absent**

B. **Municipal Administrator**

Ms. Tretter reported that she believes the city is close to hiring a new Arborist.

C. **City Attorney – No Report**

D. **Public Works Director – Absent**

E. **City Engineer**

Mr. Sisco reported B Hill'z has completed the Manville waterline installation and are currently working on the Third Street installation. The Earth Day celebration will be held on Sunday, April 24<sup>th</sup> at the Montessori School.

**VI. Council Member Reports**

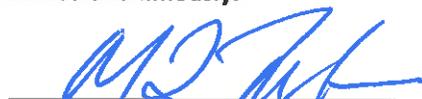
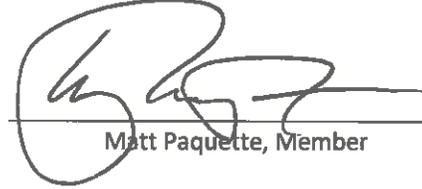
**VII. Board Member Reports**

**VIII. New Business**

**IX. Unfinished Business**

**X. Adjournment**

Mr. Frost moved to adjourn the Board of Public Utilities meeting at 5:15 p.m. Mr. Culbertson seconded the motion. On voice vote, the motion carried unanimously.

  
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Megan Newlove, Chairperson  
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Mike Frost, Member  
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Bill Culbertson, Member  
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Matt Paquette, Member  
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Amy Craft Ahrens, Member

BM:mem