



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

The Bowling Green Board of Public Utilities met in regular session on Monday, February 22, 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;
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, Utility Director;
Daryl Stockburger, Assistant Utility Director;
John Stewart, Assistant Superintendent, Electric Division;
Mike Fields, Assistant Superintendent, Water Treatment Division;
Mike Johnson, Superintendent, Water Distribution & Wastewater Collection Division;
Doug Clark, Superintendent, Water Pollution Control Division;
Jackie Spangenberg, Utility Business Office Manager/Deputy Finance Director;
Joe Fawcett, Assistant Municipal Administrator;
Brian Craft, Public Works Director;
Jason Sisco, City Engineer;
Mike Aspacher, Member, City Council;
Bruce Jeffers, Member, City Council; and
Sue Clark, Bowling Green Community Development Foundation

The meeting began with the Pledge of Allegiance. Four Board Members were present. Mr. Mike Frost was absent.

I. **Approval of Minutes**

Ms. Newlove requested additions and/or corrections to the minutes of the regular January 11, 2016, Board of Public Utilities meeting.

Mr. Paquette moved to approve the minutes from the January 11, 2016, Board of Public Utilities meeting. Mr. Culbertson seconded the motion. On voice vote, the motion carried unanimously.

II. **Lobby Visitation**

III. **Utilities Director Report**

- A. Conneaut Avenue Pump Station & Force Main**
- 1. Apply for OEPA/OWDA WPCLF Loan Funding**
 - 2. Advertise for Bids & Enter into a Contract(s)**

Mr. O'Connell requested the Board's approval to apply for and execute a loan agreement with the Ohio EPA/OWDA for WPCLF funding for the construction of Conneaut Pump Station and Force Main Improvements. The existing Conneaut pump station has inadequate wet well storage and pumping capacity.

Mr. O'Connell requested the Board's approval to advertise for bids and enter into an agreement for the construction of Conneaut Pump Station and Force Main Improvements.

Mr. Culbertson moved to approve Resolution 02-2016-01 authorizing the Utilities Director to apply for and execute an agreement with the Ohio EPA/Ohio Water Development Authority (OWDA) for Water Pollution Control Loan Fund (WPCLF) funding for the design, equipment, and construction of the Conneaut Pump Station and Force Main Improvements. Mr. Paquette seconded the motion.

Mr. Culbertson moved to approve Resolution 02-2016-02 authorizing the Utilities Director to advertise for bids and enter into a contract(s) for the construction of the Conneaut Pump Station and Force Main Improvements. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

B. WTP Rapid Sand Filter & Miscellaneous Improvements

1. Apply for OEPA/OWDA WSRLA Loan Funding
2. Advertise for Bids & Enter into a Contract(s)

Mr. O'Connell requested the Board's approval to apply for and execute an agreement with the Ohio EPA/OWDA WSRLA funding for the Rapid Sand Filter and Miscellaneous Improvements at the Water Treatment Plant.

Mr. O'Connell also requested approval to advertise for bids and enter into an agreement for the Rapid Sand Filter & Miscellaneous Improvements for the Water Treatment Plant.

Mr. Culbertson moved to approve Resolution 02-2016-03 authorizing the Utilities Director to apply for a loan and execute an agreement with the Ohio EPA/Ohio Water Development Authority (OWDA) for Water Supply Revolving Loan Account (WSRLA) funding for the design, equipment, and construction of the Water Treatment Plant Rapid Sand Filter & Miscellaneous Improvements Projects. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

Mr. Culbertson moved to approve Resolution 02-2016-04 authorizing the Utilities Director to advertise for bids and enter into a contract(s) for the Water Treatment Plant Rapid Sand Filter & Miscellaneous Improvements Projects. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

C. Advertise for Bids – 2016 Water Distribution Projects

Mr. O'Connell requested the Board's approval to advertise for bids and enter into a contract(s) for the following water distribution improvements.

Water Distribution Improvement Projects

2016 Budget

| | |
|--|-----------|
| 1. Troup Avenue – Replace 6" water line between E Wooster & Scott Hamilton | \$200,000 |
| 2. 20" Transmission Main Valves | \$400,000 |

Mr. Culbertson moved to approve Resolution 02-2016-05 authorizing the Utilities Director to advertise for bids and enter into a contract(s) for water distribution projects. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

D. Advertise for Bids – 2016 Sewer Projects

Mr. O'Connell requested the Board's approval to advertise for bids and enter into a contract(s) for the following sewer improvement projects.

Sewer Improvement Projects2016 Budget

| | |
|---|-----------|
| 1. N/S Alley from Pearl Street to Oak Street (relining) | \$300,000 |
| 2. W. Wooster Street (relining) | \$325,000 |
| 3. Wolfly Avenue Sewer Construction | \$150,000 |
| 4. Manitoba Drive – Pheasant Farms | \$ 60,000 |
| 5. Dunbridge Sewer Manhole Rehabilitation | \$100,000 |
| 6. S. Main Street Pump Station Corrosion & Odor Control | \$ 75,000 |

Mr. Culbertson moved to approve Resolution 02-2016-06 authorizing the Utilities Director to advertise for bids and enter into a contract(s) for sewer relining projects. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

E. Advertise for Bids – Vehicles and Equipment

Mr. O'Connell requested the Board's approval to advertise for bids and enter into a contract(s) and/or participate in the State of Ohio Purchasing Program for the purchase of vehicles and equipment and to trade-in, transfer or sell vehicles and equipment owned by the Utilities Department that are no longer needed.

Mr. Culbertson moved to approve Resolution 02-2016-07 authorizing the Utilities Director to advertise for bids and enter into a contract(s) and/or participate in the State of Ohio Purchasing Programs for the purchase of vehicles and equipment, as well as the trade-in, transfer or sale of vehicles and equipment no longer needed for municipal purposes. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

F. FAS71 Power Cost Reconciliation

Mr. O'Connell recommended the reimbursement of over-recovered power supply costs through the Power Cost Adjustment at the rate \$232,505 per month beginning with the March 2016 billing cycle and ending with the December 2016 billing cycle.

Mr. Culbertson moved to approve Resolution 02-2016-08 determining over-recovered power supply costs as of December 31, 2015, and establishing a reimbursement schedule. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

G. Acceptance of Easement – Smith Auto Properties, LLC

Mr. O'Connell recommended approval of a utility easement for the installation, repair and maintenance of the electric service for a new facility at 1303 North Main Street.

Mr. Culbertson moved to approve Resolution 02-2016-09 authorizing the Utilities Director to accept and execute a utility easement from Smith Auto Properties, LLC located at 1303 North Main Street. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

H. Supplemental Appropriation – WTP Chemicals

Mr. O'Connell requested the Board's approval for a \$120,000 supplemental appropriation to cover additional chemical costs for the Water Treatment Plant.

Mr. Culbertson moved to approve Resolution 02-2016-10 approving a supplemental appropriation in the amount of \$120,000 to cover additional chemical costs at the Water Treatment Plant during the 2016 calendar year. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

IV. Superintendent Reports

A. Electric Division

Mr. Stewart reported the crews have completed the upgrade at Century Marketing. Staff is working on a three phase for the pump station located on Sand Ridge Road.

B. Water Treatment Division

Mr. Fields reported Kirk Brothers has started work on the reservoir pump station improvements project at the plant.

C. Water Distribution & Wastewater Collection Division

Mr. Johnson reported the crews have been working with Columbia Gas in the First Ward. The second water break of the winter occurred last week.

D. Water Pollution Control Division

Mr. Clark reported they have received an odor complaint letter from OEPA. Staff is working on ways to help resolve the odor issue.

E. Utility Business Office

Ms. Spangenberg reported the hiring of the two new customer service representatives has made it possible to catch up on things in the office.

V. Official Reports

A. Mayor - Absent

B. Municipal Administrator – Absent

C. City Attorney – Absent

D. Public Works Director – No Report

E. City Engineer

Mr. Sisco reported B Hill'z is scheduled to start work on the Manville, Third & Clough Water Line Improvements on March 1st. The 2016 Earth Day Celebration is scheduled for April.

VI. Council Member Reports

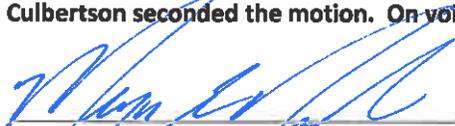
VII. Board Member Reports

VIII. New Business

IX. Unfinished Business

X. **Adjournment**

Mr. Paquette moved to adjourn the Board of Public Utilities meeting at 5:57 p.m. Mr. Culbertson seconded the motion. On voice vote, the motion carried unanimously.



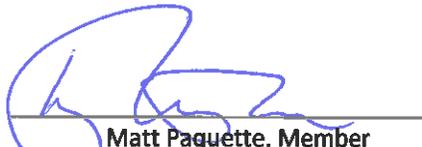
Megan Newlove, Chairperson

ABSENT

Mike Frost, Member



Bill Culbertson, Member



Matt Paquette, Member



Amy Craft-Ahrens

BM:mem