# 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, January 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;
Brian O'Connell, Utilities Director;
Daryl Stockburger, Assistant Utilities Director;
Chad Johnson, Superintendent, Water Treatment Division;
Mike Johnson, Superintendent, Water Distribution & Wastewater Collection Division;
Doug Clark, Superintendent, Water Pollution Control Division;
Jackie Spangenberg, Utility Office Manager/Deputy Finance Director;
John Stewart, Assistant Superintendent, Electric Division;
Dick Edwards, Mayor;
Lori Tretter, Municipal Administrator;
Joe Fawcett, Assistant Municipal Administrator;
Mike Marsh, City Attorney;
Brian Craft, Public Works Director;
Jason Sisco, City Engineer;
Brian Bushong, Finance Director;
Mike Aspacher, Member, City Council;
Bob McOmber, Member, City Council; and
Sue Clark, Bowling Green Community Development Foundation

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

## I. Approval of Minutes

Ms. Newlove requested additions and/or corrections to the minutes of the regular December 14, 2015, Board of Public Utilities meeting.

**Mr. Culbertson moved to approve the minutes from the December 14, 2015, Board of Public Utilities meeting. Mr. Frost seconded the motion. On voice vote, the motion carried unanimously.**

## II. Lobby Visitation

## III. Utilities Director Report

### A. 2015 Rate Levelization Prepay to AMP Trust Account

Mr. O'Connell requested the Board's approval to authorize American Municipal Power, Inc. (AMP) to invoice the City of Bowling Green Municipal Utilities in the amount of $2,500,000 with the payment to be applied towards the AMP Rate Levelization prepay trust account.

**Mr. Culbertson moved to approve Resolution 01-2016-01 authorizing American Municipal Power, Inc. (AMP) to invoice Bowling Green Municipal Utilities in 2015 for funds to be applied to the trust account for the purposes of Rate Levelization. Mr. Frost seconded the motion. On voice vote, the motion carried unanimously.**

**B. JV6 Refund**

Mr. O'Connell requested the Board's approval to direct American Municipal Power, Inc. to deposit the JV6 Wind Project refund to the Rate Levelization Account being held by American Municipal Power, Inc.

**Mr. Frost moved to approve Resolution 01-2016-02 authorizing American Municipal Power, Inc. (AMP) to deposit the refund the JV6 Wind Project to the trust account for the purposes of Rate Levelization. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**C. Multi-year Inventory Contracts**

Mr. O'Connell recommended the Board approve advertising for bids and enter into contracts for inventory requirements for one year or multi-year contracts.

The Board approved advertising in November for the 2016 annual inventory contracts with the third reading from City Council to be done on January 19th. It is recommended that council amend the proposed ordinance that would allow for multi-year annual inventory contracts.

**Mr. Culbertson moved to approve Resolution 01-2016-03 authorizing the Utilities Director to advertise for bids and enter into one year or multi-year contract(s) for supplying annual inventory requirements. Mr. Frost seconded the motion. On voice vote, the motion carried unanimously.**

**IV. Superintendent Reports**

**A. Water Treatment Division**

Mr. Johnson reported Kirk Brothers is on site for the start of the Water Treatment Plant Reservoir Pump Station Improvements Project.

**B. Water Distribution and Wastewater Collection Division**

Mr. Johnson reported the water division has been rebuilding hydrants and the sewer division has been jetting sewers and routine maintenance.

**C. Water Pollution Control Division**

Mr. Clark reported that rebuilding of equipment has been done at the plant. The Wastewater Treatment Plant Biological Phosphorous Removal Project bid opening will be on January 22, 2016.

**D. Utility Business Office**

Ms. Spangenberg reported a new customer service representative started on Monday and the second new customer service representative will start the following Tuesday. The first upgrade for the software will be tonight.

**E. Electric Division**

Mr. Stewart reported the crews have been placing poles at the Water Treatment Plant. They have also been working on the breaker at the Dunbridge Station.

**V. Official Reports**

**A. Mayor**

Mayor Edwards reported he will be taking a recommendation for the vacant Board of Public Utilities seat to the next council meeting. TMACOG will be creating a new Water Quality Control Council.

**B. Municipal Administrator**

Ms. Tretter introduced Joe Fawcett as the new Assistant Municipal Administrator.

**C. City Attorney** – No Report

**D. Public Works Director**

Mr. Craft reported Dave Bienemann, City Arborist, has left his position for a job in Hamilton, Ohio. The Arborist job has been posted. Thanked the Electric Division for their help with the RRFB's.

**E. City Engineer**

Mr. Sisco reported B. Hill'z is the contractor that has been awarded the Manville, Third and Clough Waterline Improvements project.

**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 5:25 p.m. Mr. Frost seconded the motion. On voice vote, the motion carried unanimously.**

Megan Newlove, Chairperson

Mike Frost, Member

Bill Culbertson, Member

Matt Paquette, Member

BM:mem