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## CITY OF BOWLING GREEN - OFFICE OF MUNICIPAL UTILITIES

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The Bowling Green Board of Public Utilities met in regular session on Monday, June 27, 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;  
Mike Johnson, Superintendent, Water Distribution & Wastewater Collection Division;  
John Bella, Assistant Superintendent, Water Pollution Control Division;  
Jackie Spangenberg, Utility Business Office Manager/Deputy Finance Director;  
John Stewart, Assistant Superintendent, Electric Division;  
Chad Johnson, Superintendent, Water Treatment Division;  
Dick Edwards, Mayor;  
Lori Tretter, Municipal Administrator;  
Joe Fawcett, Assistant Municipal Administrator;  
Jason Sisco, City Engineer;  
Mike Aspacher, Member, City Council;  
Bruce Jeffers, Member, City Council;  
Robert McOmber, Member, City Council;  
David Dupont, Independent News Media; 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 May 23, 2016, Board of Public Utilities meeting.

**Mr. Culbertson moved to approve the minutes from the May 23, 2016, Board of Public Utilities meeting. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**II. Lobby Visitation**

**III. Utilities Director Report**

**A. Acceptance of Easement - Maurer Rentals- Water**

Mr. O'Connell requested the Board to accept the following utility easement:

NAME	PARCEL #	TYPE OF EASEMENT
Maurer Rentals, Inc.	B07-511-1903-19-001.000 434 East Wooster Street	Utility Easement for Water

Maurer Rentals, LLC has granted the utility easement to the City for the installation of a city waterline at 434 East Wooster Street.

**Mr. Culbertson moved to approve Resolution 06-2016-01 authorizing the Utilities Director to accept a utility easement from Maurer Rentals, LLC. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**B. Acceptance of Easement - 115 East Court Street - Electric and Sewer**

Mr. O'Connell requested the Board to accept the following utility easement:

NAME	PARCEL #	TYPE OF EASEMENT
115 East Court LLC.	B07-511-1903-06-021.000 115 East Court Street	Utility Easement for Sewer & Electric
223 Rentals, LLC.	B07-511-1903-06-018.000 206 North Main Street	Utility Easement for Sewer & Electric
Sky BG Properties, LLC.	B07-511-1903-06-017.000 B07-511-1903-06-016.000 B07-511-1903-06-011.000 210 North Main Street	Utility Easement for Sewer & Electric

The property owners have verbally agreed to granting utility easements to the City for the installation of a new combined sewer on property west of 115 East Court Street. The proposed combined sewer will replace an existing combined sewer that currently runs under the building located at 115 East Court Street. Electric improvements will also be made in the area of the easements.

**Mr. Culbertson moved to approve Resolution 06-2016-02 authorizing the Utilities Director to accept utility easements from 115 East Court LLC, 223 Rentals LLC, and Sky BG Properties, LLC. Ms. Craft-Ahrens seconded the motion. On voice vote, the motion carried unanimously.**

**C. Revision of Financial and Debt Policy**

Mr. O'Connell requested the Board's approval to revise the Financial and Debt Policy, Section IV, Utility System Funds, Item B, Utility System Activities, Electric System. This will improve the credit score from AMP and will have no change to our current financial practices.

**Ms. Craft-Ahrens moved to approve Resolution 06-2016-03 revising the Financial and Debt Policy. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**IV. Superintendent Reports**

**A. Water Distribution & Wastewater Collection Division** - No Report

**B. Water Pollution Control Division**

Mr. Bella reported the rotating screen is being rebuilt.

**C. Utility Business Office**

Ms. Spangenberg reported that data is being sent to Courtney & Associates for the Cost of Service Study.

**D. Electric Division**

Mr. Stewart reported the crews have been working on the City Lot 2 and Kroger's projects.

**E. Water Treatment Division**

Mr. Johnson reported the first sample from the Raw Water Intake has been taken. Staff treated algae in the reservoir on Monday and the reservoir is in good shape.

**V. Official Reports**

**A. Mayor**

Mayor Edwards congratulated Brian O'Connell on receiving APPA's Rising Star Award.

**B. Municipal Administrator**

Ms. Tretter reported the fireworks for Bowling Green will be at dusk on July 3rd.

**C. City Attorney** - Absent

**D. Public Works Director** - Absent

**E. City Engineer** - No Report

**VI. Council Member Reports**

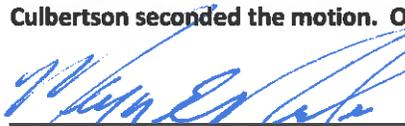
**VII. Board Member Reports**

**VIII. New Business**

**IX. Unfinished Business**

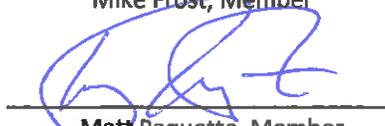
X. Adjournment

Mr. Paquette moved to adjourn the Board of Public Utilities meeting at 5:22 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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Bill Culbertson, Member

ABSENT  
\_\_\_\_\_  
Mike Frost, Member

  
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Matt Paquette, Member

  
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Amy Craft-Ahrens, Member

BM:mem