



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, May 23, 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;
Mike Johnson, Superintendent, Water Distribution & Wastewater Collection Division;
Doug Clark, Superintendent, Water Pollution Control Division;
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;
Brian Bushong, Finance Director;
Bruce Jeffers, Member, City Council; and
Sue Clark, Bowling Green Community Development Foundation

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 April 25, 2016, Board of Public Utilities meeting.

Mr. Culbertson moved to approve the minutes from the April 25, 2016, Board of Public Utilities meeting. Mr. Frost seconded the motion. On voice vote, the motion carried unanimously.

II. Lobby Visitation

Sue Clark – Bowling Green Community Development Foundation Annual Report

Ms. Clark presented the Board with the Bowling Green Community Development Foundation annual report. It has been a good year with the Phoenix project and Betco moving into the city. Kroger's and Fairfield Inn have major construction renovations underway. The Community Development Foundation has moved their offices to 121 South Main Street.

III. Utilities Director Report**A. Acceptance of Easement – Meijer Distribution for ATM Installation**

Mr. O'Connell requested the Board's approval of the following easement for the installation, maintenance, repair, removal or replacement of the municipal utilities for the installation of the ATM machine at the Meijer's store.

NAME	PARCEL #	TYPE OF EASEMENT
Meijer Distribution, Inc.	B07-511-0000-00-9000 East Wooster Street	20' Utility Easement for Electric Service

Ms. Craft-Ahrens moved to approve Resolution 05-2016-01 authorizing the Utilities Director to accept a utility easement from Meijer Distribution, Inc. Mr. Culbertson seconded the motion. On voice vote, the motion carried unanimously.

B. Sanitary Sewer Accommodation Tap – 11830 Napoleon Road

Mr. O'Connell requested the Board's approval to execute an Accommodation Sanitary Sewer Tap Agreement with Mr. Steven Seubert for municipal sanitary sewer service for the 11830 Napoleon Road property. Mr. Seubert will be responsible for the uniform tap charge established in the event a Master Plan sanitary sewer is constructed across the frontage of the property.

Mr. Frost moved to approve Resolution 05-2016-02 authorizing the Utilities Director to execute an Accommodation Sanitary Sewer Tap Agreement for utility service to 11830 Napoleon Road. Ms. Craft-Ahrens seconded the motion. On voice vote, the motion carried unanimously.

C. Brim Road Sanitary Sewer Extension

Mr. O'Connell requested the Board's approval to construct a sanitary sewer extension to provide sanitary sewer service to six residential properties on Brim Road. The current Board policy requires property owners to extend the sanitary sewer to serve their properties. City staff feels we can assist the property owners with engineering, permitting, installation and other services that are required for the installation of the sanitary sewer.

Mr. Culbertson moved to approve Resolution 05-2016-03 authorizing the Utilities Director to construct a sanitary sewer extension on Brim Road. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

D. Transfer of Property in Bellard Business Park

Mr. O'Connell requested the Board's approval to transfer approximately 2.3 acres, located in Bellard Business Park, to the Bowling Green Community Development Foundation in exchange for credit towards the City's annual BGCDF dues.

Mr. Culbertson moved to approve Resolution 05-2016-04 authorizing the Utilities Director to transfer approximately 2.3 acres in Bellard Business Park to the Bowling Green Community Development Foundation. Mr. Frost seconded the motion. On voice vote, the motion carried unanimously.

E. Wastewater Service Rate Adjustment

Mr. O'Connell requested the Board's approval for a wastewater service rate adjustment to be effective July 1, 2016. The sewer revenue fund has experienced a loss for the past several years and current rates are not adequate to meet the operation expenses.

Mr. Frost moved to approve Resolution 05-2016-05 adopting rates for wastewater service effective July 1, 2016. Mr. Culbertson seconded the motion. On voice vote, the motion carried unanimously.

IV. Superintendent Reports**A. Water Distribution & Wastewater Collection Division**

Mr. Johnson reported the sewer division is televising the First Ward. They are also investigating infiltration throughout the city. The water division is in the process of cleaning out six inch water lines in various areas.

B. Water Pollution Control Division

Mr. Clark reported that staff are replacing and rebuilding rotating screens at the plant.

C. Utility Business Office - Absent**D. Electric Division**

Mr. Stewart reported that crews are working on the Lot 2 project. They are also working on Sand Ridge Road and at the Poe Road substation.

E. Water Treatment Division

Mr. Johnson reported the first set of reverse osmosis membrane trains has been replaced. The second set will be replaced this week. The reservoir was treated for algae today.

V. Official Reports**A. Mayor**

The Mayor reported that A-Gas RemTec gave high praise to Doug Clark and his staff for the help they have given their company.

B. Municipal Administrator

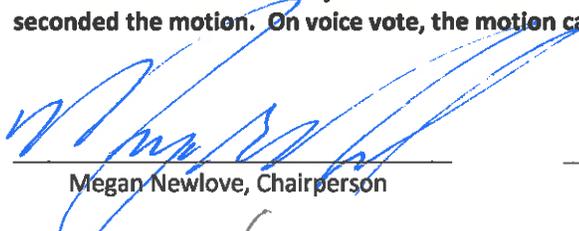
The new Arborist, Grant Jones, will start next Tuesday.

C. City Attorney – Absent**D. Public Works Director – Absent****E. City Engineer – No Report****VI. Council Member Reports**

Mr. Jeffers stated his appreciation for the work that is done by utility staff.

- VII. Board Member Reports
- VIII. New Business
- IX. Unfinished Business
- X. Adjournment

Mr. Culbertson moved to adjourn the Board of Public Utilities meeting at 5:45 p.m. Mr. Frost seconded the motion. On voice vote, the motion carried unanimously.



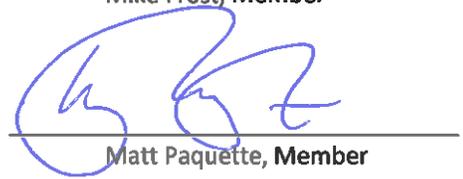
Megan Newlove, Chairperson



Mike Frost, Member



Bill Culbertson, Member



Matt Paquette, Member



Amy Craft-Ahrens, Member

BM:mem