



## 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 9, 2018, in the Council Chambers, Third Floor, City Administrative Service Building, Bowling Green, Ohio. In attendance were:

Mike Frost, Chair, Board of Public Utilities;  
Matt Paquette, Member, Board of Public Utilities;  
Bill Culbertson, Member, Board of Public Utilities;  
Amy Craft Ahrens, Member, Board of Public Utilities;  
Brian O'Connell, Utility Director;  
Daryl Stockburger, Assistant Utility Director;  
Mike Fields, Superintendent, Water Treatment Division;  
Mike Johnson, Superintendent, Water Distribution & Wastewater Collection Division;  
John Bella, Assistant Superintendent, Water Pollution Control Division;  
John Rehm, Superintendent, Electric Division;  
Jackie Spangenberg, Utility Business Office Manager/Deputy Finance Director;  
Lori Tretter, Municipal Administrator;  
Joe Fawcett, Assistant Municipal Administrator;  
Jason Sisco, City Engineer;  
Amanda Gamby, Sustainability Coordinator;  
Bruce Jeffers, Member, City Council;  
Bill Herald, Member, City Council;  
Sue Clark, Bowling Green Community Development Foundation;  
John Courtney, Courtney & Associates;  
Scott Wieging, Courtney & Associates;  
Jan Larson McClaughin, BG Independent News; and  
Clint Corpe, The Morning Show

The meeting began with the Pledge of Allegiance. Four Board Members were present. Ms. Newlove was absent.

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

Mr. Frost requested approval of the minutes of the regular March 26, 2018, Board of Public Utilities meeting.

**Mr. Culbertson moved to approve the minutes from the regular March 26, 2018, 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. Water Cost of Service Study and Rate Adjustment Recommendations**

Mr. Courtney from Courtney & Associates presented the Board with their Water Cost of Service Study and Rate Adjustment Recommendations. Mr. O'Connell will be requesting the Board's approval of the rate adjustment at an upcoming Board meeting.

**B. Sewer Lateral Ordinance Revisions**

Mr. O'Connell requested the Board's approval for the proposed revisions to City Ordinance 50.38 Sewer Lateral that outlines the responsibility for maintenance and replacement of sewer laterals.

**Mr. Culbertson moved to approve Resolution 04-2018-01 revising City Ordinance 50.38 Sewer Lateral. Ms. Craft Ahrens seconded the motion. On voice vote, the motion carried unanimously.**

**C. Vacating Utility Easement at 521 Woodbridge Boulevard**

Mr. O'Connell requested the Board's approval to vacate the 15' utility easement along the southern property line of 521 Woodbridge Boulevard.

**Ms. Craft Ahrens moved to approve Resolution 04-2018-02 vacating a utility easement at 521 Woodbridge Boulevard. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**D. Advertise for Bids - Replace Transformer in Dunbridge Road Substation**

Mr. O'Connell requested the Board's approval to advertise for qualifications or bids and enter into contracts for the engineering, purchase, installation and any associated work for a new transformer at the Dunbridge Road Substation. The estimated cost to purchase and install a 25.0 MVA transformer is \$1,000,000 and the funds are available in the Electric Capital Reserve Budget.

**Mr. Culbertson moved to approve Resolution 04-2018-03 authorizing the Utilities Director to advertise for qualifications and bids and to enter into contracts for the engineering, purchase, installation, and any associated work for one 25.0 MVA transformer at the Dunbridge Road Substation. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**IV. Superintendent Reports****A. Water Treatment Division**

Mr. Fields reported Peterson Construction is on site working on the Rapid Sand Filter project.

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

Mr. Johnson reported the sewer division has been cleaning catch basins and the water division has been working on Liberty Street.

**C. Water Pollution Control Division - No Report****D. Electric Division**

Mr. Rehm reported staff has been working on the I-75 Roundabout project and working on the Dunbridge Transformer project.

**E. Utility Business Office**

Ms. Spangenberg reported there have been 45 new applications for the EcoSmart Choice Program after informational flyers were sent with March invoices.

**V. Official Reports**

- A. Mayor - Absent
- B. Municipal Administrator - No Report
- C. City Attorney - Absent
- D. Public Works Director - Absent
- E. City Engineer - No Report

**VI. Council Member Reports**

Mr. Jeffers reported a citizen commented that Bowling Green's utilities are the best in northwest Ohio.

**VII. Board Member Reports**

**VIII. New Business**

**IX. Unfinished Business**

**X. Adjournment**

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

  
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Mike Frost, Chair

  
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Matt Paquette, Member

ABSENT  
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Megan Newlove, Member

  
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Bill Culbertson, Member

  
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Amy Craft Ahrens, Member