



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, November 26, 2018, at 5:00 p.m. in the Council Chambers, Third Floor, City Administrative Services Building, Bowling Green, Ohio. In attendance were:

Mike Frost, Chair, Board of Public Utilities;
Matt Paquette, Member, Board of Public Utilities;
Amy Craft Ahrens, Member, Board of Public Utilities;
Bill Culbertson, Member, Board of Public Utilities;
Megan Newlove, 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;
Doug Clark, Superintendent, Water Pollution Control Division;
John Stewart, Superintendent, Electric Division;
Jackie Spangenberg, Utility Business Office Manager/Deputy Finance Director;
Dick Edwards, Mayor;
Lori Tretter, Municipal Administrator;
Brian Craft, Public Works Director;
Mike Trinity, City Engineer;
Brad Holman, Civil Engineer;
Brian Bushong, Finance Director;
Amanda Gamby, Sustainability Coordinator;
Mike Aspacher, Member, City Council;
Bruce Jeffers, Member, City Council;
Bill Herald, Member, City Council;
Sue Clark, Bowling Green Community Development Foundation; and
Jan Larson McLaughlin, BG Independent News

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

I. **Approval of Minutes**

Mr. Frost requested approval of the minutes of the regular October 8, 2018, Board of Public Utilities meeting.

Mr. Culbertson moved to approve the minutes from the regular October 8, 2018, Board of Public Utilities meeting. Ms. Newlove seconded the motion. On voice vote, the motion carried unanimously.

II. **Lobby Visitation**

III. **Utilities Director Report**

A. **Approval of the 2019 Water & Sewer Capital Improvement Fund Budget and Utilities Revenue Fund Budgets**

Mr. O'Connell requested the Board's approval of the 2019 Water & Sewer Capital Improvement Fund and the 2019 Electric, Water and Wastewater Revenue Funds.

Mr. Paquette moved to approve Resolution 11-2018-01 approval of the proposed 2019 Water & Sewer Capital Improvement Fund Budget and the 2019 Utilities Revenue Fund Budgets. Ms. Craft Ahrens seconded the motion. On voice vote, the motion carried unanimously.

B. Advertise for Bids - 2019 Annual Inventory

Mr. O'Connell requested the Board's approval to advertise for bids and enter into a contract(s) for annual inventory requirements, underground and overhead lines insurance coverage, sale of scrap materials, and participation in the AMP Joint Purchasing Program.

Ms. Craft Ahrens moved to approve Resolution 11-2018-02 authorizing the Utilities Director to advertise for bids and enter into a contract(s) for supplying annual inventory requirements, underground and overhead lines insurance, sale of scrap materials and participation in the AMP Joint Purchasing Program in 2019. Mr. Culbertson seconded the motion. On voice vote, the motion carried unanimously.

C. Supplemental Appropriation - Purchased Power

Mr. O'Connell requested the Board's approval for a \$1,800,000 supplemental appropriation to cover the projected power costs for the remainder of the fiscal year.

Ms. Newlove moved to approve Resolution 11-2018-03 approval of a supplemental appropriation for purchased power costs during the 2018 fiscal year. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

D. Water Meter Transponder Purchase

Mr. O'Connell requested the Board's approval to purchase 900 Orion CE Transponders to help keep the current meter reading system functional for the next several years. The cost to purchase the transponders is \$78,000 and is included in the 2019 budget.

Mr. Culbertson moved to approve Resolution 11-2018-04 authorizing the Utilities Director to purchase water meter reading equipment from Badger Meter. Ms. Newlove seconded the motion. On voice vote, the motion carried unanimously.

E. Transfer of Property in Bellard Business Park

Mr. O'Connell requested the Board's approval to transfer 2.2 acres in Bellard Business Park to the Bowling Green Community Development Foundation in exchange for a credit of approximately \$10,000 per acre towards the City's annual dues.

Ms. Craft Ahrens moved to approve Resolution 11-2018-05 authorizing the Utilities Director to transfer approximately 2.2 acres in the Bellard Business Park to the Bowling Green Community Development Foundation. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.

F. Natural Gas Aggregation Update

Mr. O'Connell updated the Board on the changes with the Natural Gas Aggregation Program. There was no action required from the Board for this item.

IV. Superintendent Reports

A. Water Treatment Division

Mr. Fields reported the Rapid Sand Filter project is moving along and should be completed in about six months.

B. Water Distribution & Wastewater Collection Division

Mr. Johnson reported the water division finished hydrant flushing approximately one month ago. There were 12-15 hydrants that needed repairs. The sewer division has been maintaining and televising sewer lines.

C. Water Pollution Control Division

Mr. Clark reported the Grit Handling project is moving along well. There have been two combined sewer overflows due to heavy rain and reduced treatment capacity from plant construction.

D. Electric Division

Mr. Stewart reported the crews have been in Tontogany changing out red tag poles. They have also been working on Plat 8 of Stone Ridge Subdivision.

E. Utility Business Office

Ms. Spangenberg reported that staff is working on the meter reading software upgrade and the future website portal.

V. Official Reports

A. Mayor - No Report

B. Municipal Administrator - No Report

C. City Attorney - Absent

D. Public Works Director - No Report

E. City Engineer

Mr. Trinity introduced Brad Holman as the new Civil Engineer. The Conneaut Pump Station is up and running.

VI. Council Member Reports

VII. Board Member Reports

VIII. New Business

IX. Unfinished Business

X. Adjournment

Mr. Culbertson moved to adjourn the Board of Public Utilities meeting at 5:31 p.m. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.



Mike Frost, Chair



Matt Paquette, Member



Bill Culbertson, Member



Megan Newlove, Member



Amy Craft Ahrens, Member

BM:mem