



MUNICIPAL UTILITIES DEPARTMENT  
CITY OF BOWLING GREEN  
304 N Church St, Bowling Green, OH 43402  
419-354-6246 bgutildir@bgohio.org

---

The Bowling Green Board of Public Utilities met in regular session on Monday, November 25, 2019, 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;  
Megan Newlove, 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;  
Doug Clark, Superintendent, Water Pollution Control Division;  
John Stewart, Superintendent, Electric Division;  
Jackie Spangenberg, Utility Business Office Manager/Deputy Finance Director;  
Richard Edwards, Mayor;  
Joe Fawcett, Assistant Municipal Administrator;  
Brad Holman, Acting City Engineer;  
Amanda Gamby, Sustainability Coordinator;  
Bill Herald, Member, City Council;  
Sue Clark, Bowling Green Community Development Foundation;  
Jan Larson McCloughin, BG Independent News; and  
Roger LaPointe, Sentinel Tribune

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

**I. Approval of Minutes**

Mr. Frost requested approval of minutes from the regular October 14, 2019, Board of Public Utilities meeting.

**Mr. Paquette moved to approve the minutes from the regular October 14, 2019, Board of Public Utilities meeting. Ms. Newlove seconded the motion. On voice vote, the motion carried unanimously.**

**II. Lobby Visitation**

**III. Utilities Directors Report**

**A. Approval of the 2020 Utilities Budget**

Mr. O'Connell requested the Board's approval of the 2020 Utilities Budgets that was presented on November 12.

**Ms. Newlove moved to approve Resolution 11-2019-01 approval of the 2020 Utilities Budget. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**B. Supplemental Appropriation – Purchased Power**

Mr. O’Connell requested the Board’s approval of a supplemental appropriation in the amount of \$500,000 to cover purchased power costs for 2019.

**Mr. Paquette moved to approve Resolution 11-2019-02 approval of a supplemental appropriation for purchased power costs during the 2019 fiscal year. Ms. Newlove seconded the motion. On voice vote, the motion carried unanimously.**

**C. Acceptance of Utility Easements from CECW 2 LLC**

Mr. O’Connell requested the Board’s approval to accept two utility easements on South Main Street for a proposed Dunkin Donuts store.

**Ms. Newlove moved to approve Resolution 11-2019-03 authorizing the Utilities Director to accept utility easements. Mr. Paquette seconded the motion. On voice vote, the motion carried unanimously.**

**D. Accommodation Sanitary Sewer Service Agreement**

Mr. O’Connell requested the Board’s approval of an Accommodation Sanitary Sewer Service Agreement to serve 2308 and 2322 East Wooster Street.

**Ms. Craft Ahrens moved to approve Resolution 11-2019-04 authorizing the Utilities Director to execute an Accommodation Sanitary Sewer Service Agreement. Ms. Newlove seconded the motion. On voice vote, the motion carried unanimously.**

**IV. Superintendent Reports**

**A. Water Treatment Division**

Mr. Fields reported the lime sludge removal is complete and staff is working on plant maintenance.

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

Mr. Johnson reported the water division has been turning valves. The sewer division has been doing pump station maintenance and cleaning of the catch basins.

**C. Water Pollution Control Division – No Report**

**D. Electric Division**

Mr. Stewart reported the crews have been finishing the punch list for the downtown project.

**E. Utility Business Office – No Report**

V. Official Reports

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

Ms. Gamby reported the city received the APPA Smart Energy Provider designation.

VI. Council Member Reports

VII. Board Member Reports

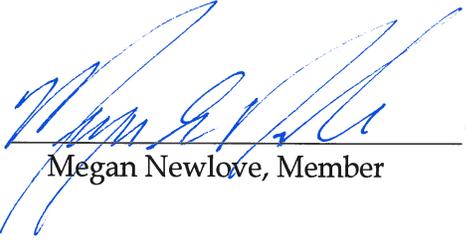
VIII. New Business

IX. Unfinished Business

X. Adjournment

Mr. Paquette moved to adjourn the Board of Public Utilities meeting at 5:18 p.m. Ms. Newlove seconded the motion. On voice vote, the motion carried unanimously.

\_\_\_\_\_  
 Mike Frost, Chair

  
 \_\_\_\_\_  
 Megan Newlove, Member

\_\_\_\_\_  
 Matt Paquette, Member

ABSENT

\_\_\_\_\_  
 Bill Culbertson, Member

  
 \_\_\_\_\_  
 Amy Craft Ahrens, Member