



**UTILITIES DEPARTMENT
CITY OF BOWLING GREEN**

The Bowling Green Board of Public Utilities met in regular session on Monday, March 9, 2020, at 5:00 p.m. in the Council Chambers, Third Floor, City Administrative Services Building, Bowling Green, Ohio. In attendance were:

Megan Newlove, Chair, Board of Public Utilities;
Amy Craft Ahrens, Secretary, Board of Public Utilities;
Bill Culbertson, Member, Board of Public Utilities;
Andy Wagner, Member, Board of Public Utilities;
Brett Pogan, 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 Stewart, Superintendent, Electric Division;
Jackie Spangenberg, Utility Business Office Manager/Deputy Finance Director;
Mike Aspacher, Mayor;
Lori Tretter, Municipal Administrator;
Joe Fawcett, Assistant Municipal Administrator;
Brad Holman, City Engineer;
Amanda Gamby, Sustainability Coordinator;
Brian Bushong, Finance Director;
Jerry Greiner, Northwestern Water & Sewer District;
Tom Stalter, Northwestern Water & Sewer District;
Garret Chamberlain, Northwestern Water & Sewer District;
Bill Herald, Member, City Council; and
Neocles Leontis, Member, City Council

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

I. Approval of Minutes

Ms. Newlove requested approval of the minutes from the regular February 10, 2020, Board of Public Utilities meeting.

Ms. Craft Ahrens moved to approve the minutes from the regular February 10, 2020, Board of Public Utilities meeting. Mr. Pogan seconded the motion. On voice vote, the motion carried unanimously.

II. Lobby Visitation

III. Utilities Director Report

A. Sewer Use Ordinance Revision

Mr. O'Connell requested the Board's approval for the revisions to City Ordinances – Chapter 50: Sewer Service. These revisions will comply with the Pretreatment Program requirements by the Ohio EPA to protect the integrity and operations of the overall wastewater system.

Mr. Culbertson moved to approve Resolution 03-2020-01 approval of revisions to City of Bowling Green Ordinances Chapter 50: Sewer Service. Mr. Pogan seconded the motion. On voice vote, the motion carried unanimously.

B. Sewer Relining – South Maple Street, Conneaut Park

Mr. O'Connell requested the Board's approval to advertise for bids and enter into contract(s) for the South Maple Street and Conneaut Park sewer relining projects.

Ms. Craft Ahrens moved to approve Resolution 03-2020-02 authorizing the Utilities Director to advertise for bids and enter into a contract(s) for sewer relining projects. Mr. Wagner seconded the motion. On voice vote, the motion carried unanimously.

C. Northwestern Water and Sewer District – Wholesale Water Contract Amendment

Mr. O'Connell requested the Board's approval to enter into a wholesale water supply contract amendment with the Northwestern Water and Sewer District to supply 300,000 gallons per day to the Henry County service area.

Mr. Culbertson moved to approve Resolution 03-2020-03 authorizing an amendment to the Northwestern Water and Sewer District Wholesale Water Contract. Ms. Craft Ahrens seconded the motion. On voice vote, the motion carried unanimously.

D. WPC Aeration and Biosolids Blower Improvements

Mr. O'Connell requested the Board's approval to advertise for bids and enter into a contract(s) for the construction of the Aeration and Biosolid Improvement Project at the Water Pollution Control Facility to improve treatment operations and efficiencies of the Aeration and Biosolids Processes.

Ms. Craft Ahrens moved to approve Resolution 03-2020-04 authorizing the Utilities Director to advertise for bids and enter into a contract(s) for construction of the Aeration and Biosolids Improvements at the Water Pollution Control Facility. Mr. Wagner seconded the motion. On voice vote, the motion carried unanimously.

- E. WTP Low Service Pump Station #1 - Request for Qualifications for Engineering Services and OEPA/OWDA Loan

Mr. O'Connell requested the Board's approval to advertise for Request for Qualifications and enter into a contract for engineering services for the Low Service Pump Station #1 Improvements at the Water Treatment Plant.

Mr. O'Connell also requested Board's approval to authorize him to apply for and execute a loan agreement with the OEPA/OWDA for WSRLA funding for the design, engineering, and construction of the Low Service Pump Station #1 Improvements at the Water Treatment Plan.

City staff is recommending the pump station to be rebuilt to improve the plants ability to deal with harmful algae blooms and other pollutants in the Maumee River.

Mr. Culbertson moved to approve Resolution 03-2020-05 authorizing the Utilities Director to advertise for Requests for Qualifications and enter into a contract(s) for engineering services for Low Service Pump Station #1 Improvements at the Water Treatment Plant. Mr. Pogan seconded the motion. On voice vote, the motion carried unanimously.

Mr. Culbertson moved to approve Resolution 03-2020-06 authorizing the Utilities Director to apply for a loan and execute an agreement with the Ohio EPA/Ohio Water Development Authority (OWDA) for Water Supply Revolving Loan Account (WSRLA) funding for the design, equipment, and construction of the Low Service Pump Station #1 Improvements at the Water Treatment Plant. Ms. Craft Ahrens seconded the motion. On voice vote, the motion carried unanimously.

IV. Superintendent Reports

- A. Water Treatment Division - No Report

- B. Water Distribution & Wastewater Collection Division

Mr. Johnson reported the water division has been verifying valves with GIS system. The sewer division has been cleaning laterals on Clay Street.

- C. Water Pollution Control Division

Mr. Bella reported that staff has been doing plant maintenance.

- D. Electric Division

Mr. Stewart reported the crews have been changing poles at Westgate and installing new service at Dunkin Donuts.

- E. Utility Business Office

Ms. Spangenberg reported there will be an insert with the March bills explaining the new software available for the customers.

V. Official Reports

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

Mr. Holman reported the 2020 Paving specifications are complete and will be going out to bid soon.

- F. Sustainability Coordinator - No Report

VI. Council Member Reports

VII. Board Member Reports

VIII. New Business

IX. Unfinished Business



Megan Newlove, Chair



Amy Craft Ahrens, Secretary



Bill Culbertson, Member



Andy Wagner, Member



Brett Pogan, Member