



**UTILITIES DEPARTMENT  
CITY OF BOWLING GREEN**

The Bowling Green Board of Public Utilities met in regular session on Monday, April 11, 2022, at 5:00 p.m. in the Council Chambers, Third Floor, City Administrative Services Building, Bowling Green, Ohio. Those in attendance were:

Megan Newlove, Chair, Board of Public Utilities;  
Andy Wagner, Secretary, Board of Public Utilities;  
Trevor Jessee, Member, Board of Public Utilities;  
Brett Pogan, Member, Board of Public Utilities;  
Rick Zuzik, Member, Board of Public Utilities;  
Brian O'Connell, Director of Public Infrastructure/Director of Utilities;  
Jim Odneal, Assistant Utilities Director;  
John Stewart, Superintendent, Electric Division;  
Mike Fields, Superintendent, Water Supply Division;  
Mike Johnson, Superintendent, Water Distribution & Wastewater Collection Division;  
Doug Clark, Superintendent, Water Pollution Control Division;  
Mike Aspacher, Mayor;  
Joe Fawcett, Assistant Municipal Administrator;  
Amanda Gamby, Sustainability Coordinator;  
Bill Herald, Member, City Council; 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**

Ms. Newlove requested the approval of the minutes from the regular March 28, 2022, Board of Public Utilities meeting.

**Mr. Pogan moved to approve the minutes from the March 28, 2022, Board of Public Utilities meeting. Mr. Wagner seconded the motion. On voice vote, the motion carried unanimously.**

**II. Lobby Visitation**

Mr. Gary Bordner presented his concerns regarding the Natural Gas Aggregation Plan.

### III. Utilities Director Report

#### A. WPC ATAD Pumps

Mr. O'Connell requested the Board's approval to execute an agreement with Thermal Process Systems, Inc. without advertising for the purchase of three (3) Original Equipment Manufacturer (OEM) pumps for the ATAD process at the Water Pollution Control. The ATAD process causes wear on the internal pump parts which requires replacement of the pumps.

**Mr. Wagner moved to approve Resolution 04-2022-01 authorizing the Utilities Director to purchase replacement pumps for the ATAD process at the Water Pollution Control Facility. Mr. Jessee seconded the motion. On voice vote, the motion carried unanimously.**

#### B. WPC Final Clarifier Tanks

Mr. O'Connell requested the Board's approval to advertise for qualifications and enter into a contract(s) for design engineering services including detailed design, construction document preparation, bidding, and construction administration for final clarifiers at the Water Pollution Control. The additional clarifier capacity is needed to fully treat the 30.0 MGD wet weather flow and eliminate future TSS violations.

**Mr. Wagner moved to approve Resolution 04-2022-02 authorizing the Utilities Director to advertise for qualifications and enter into a contract(s) for engineering services for final clarifiers at the Water Pollution Control Facility. Mr. Pogan seconded the motion. On voice vote, the motion carried unanimously.**

Mr. O'Connell requested the Board's approval to enter into a design loan agreement with the OEPA/OWDA for a Water Pollution Control Loan Fund (WPCLF) loan for all engineering services associated with the final clarifiers at the Water Pollution Control.

**Mr. Wagner moved to approve Resolution 04-2022-03 authorizing the Utilities Director to execute a loan agreement with the Ohio EPA/Ohio Water Development Authority (OWDA) for a Water Pollution Control Loan Fund (WPCLF) loan for design and engineering services for final clarifiers at the Water Pollution Control Facility. Mr. Pogan seconded the motion. On voice vote, the motion carried unanimously.**

#### C. Transfer of Property in Innovative Technology Park

Mr. O'Connell requested the Board's approval to transfer 4.2 acres in Innovative Technology Park to the Bowling Green Economic Development in exchange for credit towards the City's annual dues.

**Mr. Jessee moved to enter into executive session at 5:33 p.m. to discuss the real estate transfer. Mr. Wagner seconded the motion. On roll call vote, the motion carried unanimously.**

**Mr. Pogan moved to exit the executive session at 5:41 p.m. Mr. Jessee seconded the motion. On voice vote, the motion carried unanimously.**

**Mr. Jessee moved to approve Resolution 04-2022-04 authorizing the Utilities Director to transfer approximately 4.2 acres in the Innovative Technology Park to Bowling Green Economic Development. Mr. Wagner seconded the motion. On voice vote, the motion carried unanimously.**

**D. EcoSmart Choice Grant Funds**

Mr. O'Connell requested the Board's approval to have the 2022 EcoSmart Choice grant funds applied to Monthly Facilities Charges included in Rider E, Renewable Parallel Generation beginning with the May 2022 billing cycle until the time of no funds available to cover the Monthly Facilities Charge.

**Mr. Jessee moved to approve Resolution 04-2022-05 authorizing EcoSmart Choice Grant Funds to be applied to Monthly Facilities Charges included in Rider E, Renewable parallel Generation. Mr. Wagner seconded the motion. On voice vote, the motion carried unanimously.**

**E. Carter Park Baseball Field Lighting**

Mr. O'Connell requested the Board's approval to advertise for qualifications and enter into a contract(s) for design engineering services that may include detailed design, construction document preparation, bidding, and construction administration for lighting improvements at Carter Park.

**Mr. Wagner moved to approve Resolution 04-2022-06 authorizing the Utilities Director to advertise for Qualifications and enter into a contract(s) for engineering services for lighting improvements at Carter Park. Mr. Jessee seconded the motion. On voice vote, the motion carried unanimously.**

**F. Natural Gas Aggregation Program - Information Item**

Mr. O'Connell informed the Board of the changes with the Natural Gas Aggregation Program. AMP and Palmer Energy are working with the city to help coordinate pricing for the program.

**IV. Utilities Management Reports**

**A. Assistant Utilities Director - No Report**

**B. Electric Division**

Mr. Stewart reported the crews are changing poles on Conneaut Avenue and are finishing work at the Campbell Hill Round A Bout.

**C. Water Supply Division**

Mr. Fields reported the staff has been draining the tanks at the plant.

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

Mr. Johnson reported the water department is working on the LED verification map. The sewer division has been televising and jetting sewers in the Third Ward.

**E. Water Pollution Control Division**

Mr. Clark reported the temporary blower is still running at the plant. The new blower will be started this week and the temporary blower will be returned.

**F. Utilities Business Office – No Report**

**V. Official Reports**

**A. Mayor – No Report**

**B. Municipal Administrator – Absent**

**C. City Attorney – Absent**

**D. City Engineer**

Mr. O’Connell reported Speer Bros, Inc. has been awarded the bid for the West Wooster Water and Sewer Improvements.

**E. Sustainability Coordinator**

Ms. Gamby reported that a press release was issued at 5:00 p.m. today regarding the Natural Gas Aggregation Plan.

**VI. Council Member Reports**

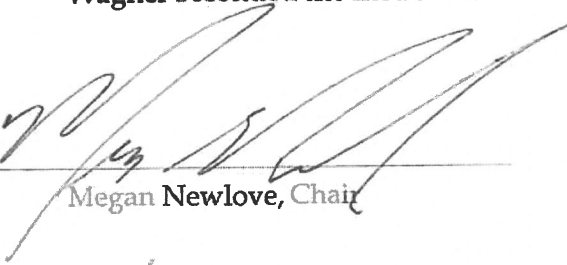
**VII. Board Member Reports**

**VIII. New Business**

**IX. Unfinished Business**

**X. Adjournment**

**Mr. Jessee moved to adjourn the Board of Public Utilities meeting at 6:21 p.m. Mr. Wagner seconded the motion. On voice vote, the motion carried unanimously.**



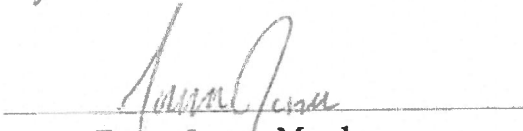
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Megan Newlove, Chair



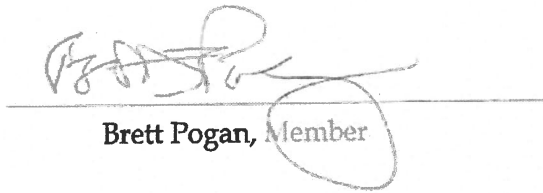
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Andy Wagner, Secretary



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Trevor Jessee, Member



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Brett Pogan, Member



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Rick Zuzik, Member