

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JULY 16, 2009**

A regular meeting of the Northwestern Water and Sewer District Board of Trustees was held in the Board Room of the Northwestern Water and Sewer District's Operations Facility, Bowling Green, Ohio on Thursday, July 16, 2009 at 7:30 a.m.

Mr. John Cheney, President, brought the meeting to order and requested that the roll be called:

John Ault	John Cheney	John Current
Bill Hirzel	Melinda Kale	Alex Molner
Lyle Schulte	Adam Seibert	Phil Shaffer

Members absent: None

Others:

Bill Barber	Jerry Greiner	Leanne O'Brien
Mike Stoll	John Sopko	Beth Vannett
Val Megyesi	Dave Cook	Stephanie Challenger

Clint Wells, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman LLP

Approval of Minutes

The minutes of the regular meeting held on July 2, 2009, were reviewed. Lyle Schulte made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Correspondence

Jerry Greiner presented the correspondence file which was circulated and contained: Article in Suburban Press regarding Troy Township JEDD; 2009 Safety Training Schedule; District-Toledo contract area discussions outline; Weekly WaterShed sales; Marketing event evaluations; System Development Fees spreadsheet; Article in the Mirror regarding inflow and infiltration inspections to begin in Whitehouse; Map of sewer interest in Hancock County; and Information on Flag City Water System from Cross Creek resident in Washington Township.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Still working out issues with new automated phone system
- Planning Meeting is scheduled for July 29th.

- The State Auditor is currently reviewing auditor contract.
- Still working on North Baltimore water agreement.
- The Perrysburg WaterShed lease expires September 1, 2009.
- Proposed Finance Committee meeting in the next 30 days.
- Currently working on insurance claims for Halligan and Cherry Knoll Condo Association.
- Bill Barber is currently reviewing water and sewer contracts with the City of Bowling Green.
- The new 10,000 gallon fuel tank is currently being installed.
- Currently in the first week of employment for 3 young men through Youth Employment Program through the Wood County Educational Service Center.

Reports of Committees:

None to report.

Unfinished Business:

Resolution 2009-86. Change order #1, Landmark Structures, JRS water tower project. Jerry Greiner requested this resolution be tabled. John Ault made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2009-89. Authorize a Wholesale Water Supply Contract Amendment with the City of Fostoria. Jerry Greiner requested this resolution be tabled. John Ault made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2009-99. Amend the equipment usage charges for services rendered by the District. Jerry Greiner stated the new jet trailer has been added to the fees and charges schedule for the District. Phil Shaffer made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-100. Approval of the operating budget for fiscal year 2010. Dave Cook stated this resolution is the approval to submit a preliminary operating budget to the state to meet the technical requirements of the state statute in order to assess property tax. Adam Seibert made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-101. Authorize the certification of delinquent water and sewer utility bills. Beth Vannett stated this resolution is authorization to certify delinquent utility bills to property taxes in September if not paid within the 30 day cash period. Lyle Schulte made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-102. Authorize the grant agreement for the Stony Ridge and Lemoyne sanitary sewer project, SS #145. Jerry Greiner stated this resolution gave authorization to sign the grant agreement for the Stony Ridge and Lemoyne project with the USDA. Phil Shaffer made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-105. Personnel Actions.

Jerry Greiner reviewed the action as follows:

1. Completion of probation for Sharon Gregg, Billing Technician II, effective July 16, 2009.

Lyle Schulte made a motion to approve the above action. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-106. Authorize a license agreement with AT & T Communications. Jerry Greiner stated this resolution is to authorize a license agreement with AT & T for use of a utility pole for telemetry system. Melinda Kale made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

Phil Shaffer made a motion to go into executive session to discuss land acquisition. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes.

Melinda Kale left meeting at 8:50 a.m.

Lyle Schulte made a motion to go into regular session. John Ault seconded the motion. A roll call vote was taken with all present voting yes.

Resolution 2009-103. Authorize the purchase of land for a clearwell at the East Broadway pump station, WL #100 area. John Sopko stated this resolution is for approval to purchase .48 acres of land for \$17,400 with the option to purchase the additional 1.68 acres in the future for \$1.00. Lyle Schulte made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-104. Authorize the purchase of land for a booster station for the JRS project, WL #100 area. Jerry Greiner asked that this resolution be tabled. Phil Shaffer made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Other

None

Regular Meeting Dates

Annual Planning Meeting:	July 29, 2009 7:30 a.m.	District Operations Facility Annual Planning Meeting
Regular Meeting:	August 6, 2009 7:30 a.m.	District Operations Facility
Regular Meeting:	August 20, 2009 7:30 a.m.	District Operations Facility

Receipt of Other Comments

Bill Hirzel asked for a review of the current financials. Dave Cook reviewed the 2009 financials through June and indicated after six months the District is ahead of budget.

Adjournment

Adam Seibert made a motion to adjourn. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John Current
Secretary/Treasurer

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