

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, APRIL 17, 2008**

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, April 17, 2008 at 7:30 a.m.

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

John Ault	Paul Brim	John Cheney
John Current	Bill Hirzel	Melinda Kale
Alex Molner	Lyle Schulte	

Members absent: Phil Shaffer

Others:

Jerry Greiner	Bill Barber	Robert Barnett
Dave Cook	Mike Stoll	Shawn Dierksheide
Leanne O'Brien	Val Megyesi	Dan Wickard
Simon Gundy		

Tom Stalter & Clint Wells, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman LLC

Joel Horen 20425 Green Rd, Bowling Green

Approval of Minutes

The minutes of the regular meeting held on April 3, 2008, were reviewed. John Cheney requested the word electrocution in the reports of committees section be changed to high voltage contact. Lyle Schulte made a motion to approve with the change. John Current 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: Letter and pictures from Liberty Township to the Village of Hoytville regarding waterline clean-up, Invitation to IFM open house on April 22nd, April 2nd Perrysburg Messenger, April 10th North Baltimore News, Letter to Audrey Braham regarding water and sewer utility billing, Copy of letter to Mark Wolford, President of Portage council regarding District's SCADA system, Copy of letter to Allen Rupp at the EPA regarding bypass pumping on April 1st, Article in Sentinel Tribune regarding the City of Bowling Green's \$11 million water plant expansion, Invitation to the Water One Association meeting on April 29th, Press release for the CDBG grant funds available through the District and the Planning Commission to assist homeowners in Wood County with sanitary sewer connections, Copy of current employee organizational chart, Copy of letter and supporting documentation for the Bowling Green Board of Municipal Utilities meeting held April 14th, Invitation to the Ohio Conference on Freight September 15-17th, City of Toledo phone directory, Press release in the Sentinel Tribune regarding CDBG grant funds available for the Village of Risingsun sanitary sewer, Brochure from the Toledo

Zoo regarding catering services available, Article regarding Wood County receiving best innovation award at the OEDA conference, and the April 3rd North Baltimore News.

At this time, John Cheney welcomed Joel Horen to the meeting. Mr. Horen stated he attended the public meeting on August 28, 2007 regarding the Green Road waterline and passed around to the Board the information he received at that meeting. Mr. Horen stated that the scope of the project on the map received at the August 28th meeting is not the same as it is today. He stated the project was reduced in order to meet the 60% requirement. Bill Barber stated that when a project is in the early stages the scope is often changed and not until the necessity resolution is passed is the scope set. Mr. Horen asked who the people were that changed the scope. Mr. Barber stated that the project did fall below the required 60% initially, but other parcel owners submitted additional petition signatures, prior to the resolution of necessity. John Cheney stated that many places require only 51% to make a project and that the District is conservative and requires 60%. Mr. Horen asked why John Schutzberg was trimmed from the project. Mr. Barber stated that Mr. Schutzberg is already served via the Forst Road waterline. Mr. Horen asked why Mr. Schutzberg was not assessed on his home. Mr. Barber stated he would have to go back in the files and look at the assessment list and that he would be happy to discuss with Mr. Horen further. Mr. Horen then presented a letter to the Board from his legal counsel addresses to Mr. Barber.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Bowling Green Utilities Meeting held on April 14th went well; we will stay in contact with the them.
- Village of Wayne has expressed interest in joining the District.
- Will be inviting Dr. Longenecker back for the annual employee satisfaction survey
- Start thinking about the next planning meeting dates.
- Rossford will be inviting us to the next council meeting on April 28th to discuss joining the District.
- Finance Committee will be held next Wednesday, April 23rd.
- Wood County Heritage Days is coming up in June, would like to know if the Board would like to participate this year.
- Dave Cook has been getting quotes from different insurance carriers and during the review of driver's license records, 2 employees came back with questionable records. Jerry will review with Steve Sprin.

At this time, Dave Cook reviewed the schedule of special assessment projects through the Board of County Commissioners. Mr. Cook passed out a spreadsheet to the Board showing original and current balances on the loans. Mr. Cook stated that when the District was formed a reserve of \$208,000 was left in reserve with the Commissioners to cover special assessment projects. He stated that the original loan was for \$12 million and that the current balance is \$1.4 million. Mr. Cook asked that the reserve be cut in half. The County Commissioners response was that the original contract stated, until all loans were paid off the reserve could not be reduced. Mr. Cook also stated that in addition the District set aside

\$75,000 for Wood County Ohio Rotary loans for ag deferred parcels. Mr. Cook stated he felt these loans will never be paid off as most ag deferred land will stay ag deferred and never be split. John Cheney asked if the Board should attend a commissioners meeting. Mr. Cook stated it probably would not hurt and that he would continue to work on this.

Mr. Cook also stated that the Finance Committee will meet April 23rd to discuss the fees and charges schedule, proposed 2008 borrowing, review SDF projects, a proposal from a new investment advisor, and to review insurance quotes from 4 different agencies.

At this time, Bill Barber updated the Board on the Buck and Bates Rd. flooding issues. Mr. Barber reviewed the area with the Board and stated the problem in that area is with the flow getting from one side of Perrysburg to the other. Mr. Barber stated that the District and the City of Perrysburg are sharing one forcemain that runs through Perrysburg and at times of heavy rainfall there is a bottleneck in the system. Mr. Barber stated that the city is working on improvements as well as the improvements the District is making. He stated that once Perrysburg is done with their changes it should take 50% of the flow out of the system and should stop the back-ups. Mr. Barber stated he will continue to work with the residents on the flooding problems.

Reports of Committees:

None to Report

Unfinished Business:

Resolution 2008-19, Void Resolution 2004-122, approval of an interagency agreement with the Village of Hoytville. Jerry Greiner asked that this resolution be tabled. Lyle Schulte made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled**

Resolution 2008-20, Review and approval of a Water Management Agreement with the Village of Hoytville. Jerry Greiner asked that this resolution be tabled. Lyle Schulte made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-54. Amend the fees and charges schedule for services rendered by the District. Jerry Greiner asked that this resolution be tabled. Lyle Schulte made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-55. Amend the equipment usage charges for services rendered by the District. Jerry Greiner asked that this resolution be tabled. Lyle Schulte made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-59, Change order #1, Tracy Road and Oregon Road trunk sewer replacement, SS #100 area. Bill Barber stated this change order is for an increase of

\$69,500.27 for additional work necessary due to concrete encountered during construction, plus an extension of time. Mr. Barber stated this change order will be part of the City of Rossford's portion of the project. Alex Molner made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2008-71. Authorize a contract with Poggemeyer Design Group for the Islamic Center of Toledo waterline extension, WL #455. Bill Barber stated this resolution is to approve a contract with Poggemeyer for the Islamic Center of Greater Toledo waterline extension. Bill Hirzel made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-72. Change order #3A, B. Hill's Excavating, Inc., Village of Risingsun sanitary sewer project, SS #1901. Bill Barber stated this change order is for an increase of \$2,550.00 to lower the sanitary sewer force main across the Gangwer properties on CR 1, as stipulated in the easement agreement. Melinda Kale made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-73. Authorize a lawn maintenance agreement with Cheryl Peters. Jerry Greiner stated this is a resolution to approve a lawn maintenance contract with Cheryl Peters for the maintenance of the 2 master meter pits on Hull Prairie Road and King Road. The cost to maintain will be \$25.00 per mowing. Bill Hirzel made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-74. Authorize the continuation of the appointment of Dr. Steven Spirn, labor relations consultant. Jerry Greiner stated that the contract with Steve Spirn was up this year and this resolution is to approve the continuation of the contract for the next 3 years at \$22,000 per year. Alex Molner made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted no. **Approved.**

Resolution 2008-75. Authorization for the upgrade of the District's telemetry system with Siemens Water Technologies Corp and Dmytryka Jacobs Engineering. Bill Barber stated this resolution is to authorize the upgrade of the telemetry system. Mr. Barber stated the system is currently out of capacity and the upgrade will not affect the individual stations, but only to the master computer at the District. The total cost for the upgrade is \$227,625.00. John Cheney asked if this was included in the 2008 budget. Dave Cook responded that it was and actually had \$245,000 budgeted. Lyle Schulte made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-76. Personnel Actions.

Jerry Greiner reviewed the actions as follows:

1. Eric Radabaugh, summer maintenance will start April 28, 2008.

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

Receipt of Other Comments

None

Executive Session

John Ault made a motion to go into executive session to discuss real estate transactions. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes.

Lyle Schulte made a motion to come out of executive session. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes.

Regular Meeting Dates

Regular Meeting:	May 1, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	May 15, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Lyle Schulte made a motion to adjourn. John Current seconded the motion. A voice vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John Current
Secretary/Treasurer

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