

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, AUGUST 19, 2010**

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, August 19, 2010 at 7:30 a.m.

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

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

Members absent: John Ault

Others:

Jerry Greiner	Dave Cook	Beth Vannett
Leanne O'Brien	Bill Barber	Dan Wickard
Gavin Smith		

Rex Huffman, Spitler, Huffman & Newlove
Tom Stalter, Poggemeyer Design Group
Dan Flaherty & Richard Sanders, Datamatic, Ltd.

Approval of Minutes

The minutes of the regular meeting held on July 22, 2010, were reviewed. Lyle Schulte made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Correspondence

Beth Vannett presented the correspondence file which was circulated and contained: Letter from Wood County Engineer regarding Issue 1 projects; Press Release from Auditor of State regarding District award for Excellent Financial Accountability; IFM newsletter; Wood County Jr. Fair auction statement; Village of Bradner contact information; Education reimbursement for Gavin Smith; E-mail from Jerry Greiner to Pat Bacon regarding Sheffield Place waterline resident Rowlett; Agenda from Northwood utilities committee meeting; Copy of Rossford FAQ's about joining the District; EPA final orders and findings for Rudolph area, Huffman and Kramer Road area, Sugar Ridge and Mercer Road area and Bays and Bradner Road area; ORWA Fall 2010 meeting brochure; Construction site visit information from Nat gun for the clearwell; Weekly WaterShed revenues; Wood County Farm Bureau newsletter; Round the Courthouse Square newsletter; Minutes from the Regional Water Technical Group Meeting; and various newspaper articles.

Report by Executive Director and Other Officials

Beth Vannett reported:

- Dave Cook received the "You Tax Dollars at Work" award from the Auditor of State, this is the third year in a row.
- John Ault is absent today due to a previously scheduled doctor's appointment.
- Jerry Greiner met with Northwood Utilities Committee to discuss utilities and joining the District.
- Union fact-finder to take place August 30, 2010.
- Jerry Greiner talked to the mayor of Walbridge to discuss joining the District.

Dave Cook reported:

- Final answers were given to Rossford regarding joining the District.
- Meeting with Fostoria August 20, 2010 to discuss regional cooperation.
- Met with Toledo July 28, 2010 to discuss regional cooperation.
- Will be coming to the Board in September with 3 borrowing requests.
- Received grant application for West Millgrove from USDA.

Bill Barber reported:

- Village of Bradner approached District regarding potential sanitary sewer extension on SR 23 and Rt. 6 in Risingsun
- Will have a bus tour to the north end projects after board meeting in September.

Reports of Committees:

Jerry Greiner stated the IT Committee, Administrative Committee and Safety Committee; minutes were included in the Board packets.

Unfinished Business:

None

New Business

Resolution 2010-114. Authorize the preparation of an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program. Bill Barber stated this resolution is authorizing Jerry Greiner to sign the application for the OPWC Capital Improvement Program. This is a grant the is normally used for capital improvement projects, he said. Lyle Schulte made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2010-115. Authorize the certification of unpaid deferred special assessments and unpaid other accounts receivable. Jerry Greiner stated this resolution is to approved the certification of unpaid deferred assessments and other accounts receivable. Adam Seibert

made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Adam Seibert left the meeting at 8:45 a.m.

Resolution 2010-116. Authorize a contract with Datamatic for the fixed base meter reading system. Before the resolution was discussed, the representatives from Datamatic gave a presentation of the program. Dave Cook presented the program and its capabilities for the District and said the program cost was \$638,000 with a 3 year lease option being available at 0% interest. Phil Shaffer asked what the return on investment was over the next few years. Dave Cook stated he could put those numbers together for Board review. Alex Molner made a motion to table for further review of the program and return on investment. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2010-117. Authorize a Memorandum of Understanding between the District, the Wood County Planning Commission and the Village of Risingsun. Jerry Greiner stated this resolution is to authorize and agreement and memo of understanding with the Planning Commission and the Village of Risingsun for the sanitary sewer project. Alex Molner made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who was absent. **Approved.**

Resolution 2010-118. Change order #2, B. Hill's Excavating, Inc., Belmont Lakes and Tyler Street waterline replacements, WL #129 and WL #164. Bill Barber stated this change order was for a time extension only for landscaping. The time has been extended to September 30, 20, he said. Lyle Schulte made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted abstained. **Approved.**

Resolution 2010-119. Authorize the final release of retainage to Anderzack-Pitzen Construction, Inc., for the JRS waterline extension, Section B, WL #183L. Bill Barber asked that retainage be released in the amount of \$4,385.00. Alex Molner made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2010-120. Authorize a revised Board member expense reimbursement and attendance policy. Jerry Greiner stated this resolution is to approve the change in the Board member expense and reimbursement attendance policy. The change reflected that a board member will not be paid for back-to-back meetings unless the meetings exceed 4 hours, he said. 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 2010-121. Personnel Actions.

Jerry Greiner reviewed the actions as follows:

