

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, AUGUST 24, 2006**

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 24, 2006, at 7:30 a.m.

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

John Ault	Paul Brim	John Cheney
John Current	Joe Molnar	Alex Molner
Terry Murray	Lyle Schulte	

Members absent: Phil Shaffer

Others:

Jerry Greiner	Beth Vannett	Bill Barber
Dave Cook	Valerie Megyesi	John Sopko
Stephanie Challender	Dan Wickard	

Tom Stalter, Poggemeyer Design Group
Jon Eckel, City of Perrysburg
Jim Woodward, ESGR

Approval of Minutes

The minutes of the regular and planning meeting held on August 10, 2006, were reviewed. Lyle Schulte made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Before presenting the correspondence, Jerry Greiner asked at this time to consider **Resolution 2006-137, Statement of Five Star Support for the National Guard and Reserve.** He then introduced Jim Woodward, NW Director of the Employer Support of the Guard and Reserve ("ESGR"). Mr. Woodward circulated and presented material on the Five Star Recognition of the ESGR. He explained the differences between the One Star Recognition (in which the District currently participates in) and the Five Star Recognition. Mr. Woodward answered questions and welcomed comments from the Board. District employee, John Sopko, extended his appreciation to the Board and the District for its ESGR support when he was an active member of the military.

John Cheney urged the importance to support this Five Star Recognition and made a motion to approve **Resolution 2006-137, Statement of Five Star Support for the National Guard and Reserve.** Joe Molnar 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: August Safety Committee minutes; WCPC-Land Use Plan schedule; Letter from Senator Mike DeWine; E-mails from North Baltimore officials; Bulk water station report; Linwood-Kramer WL official statement; WaterShed activity report; State of Ohio Health Department's home septic tank rules; Miscellaneous articles from publications.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- The Village of Bairdstown has officially joined the District.
- A recent meeting between the solicitor of Hoytville and District officials occurred regarding a water agreement. The EPA has approved the plans for this waterline project and an income study will be conducted shortly.
- The law office of Eastman and Smith is asking the District for its support to oppose legislation related to HB304.
- Dave Cook met with Jerry City's clerk regarding the village's water project and wrap-up items.
- Discussion is continuing between the Village of Pemberville and the District regarding contract services.
- Dan Wickard and Jim Rossow recently trained firemen in Northwood on fire hydrant maintenance.
- A recent labor-management meeting occurred. Further discussion will take place today in executive session.
- Reminders for the 120-day notice of Board member appointment or reappointment will be mailed shortly to the respective townships, municipalities and county commissioners.
- The next Board meeting will not occur for another three weeks (September 14, 2006).

Reports of Committees:

Lyle Schulte reported that the extension committee and officials from the City of Perrysburg met on Tuesday, August 22, 2006, concerning the joint forcemain project. He stated that an overview of the meeting would be reported at today's meeting.

Bill Barber, Tom Stalter and Jon Eckel (City of Perrysburg) provided an overview of the joint forcemain project which included the problems with the current sewer forcemain, solutions to correct it and preliminary costs. A slide presentation and a period for answering questions were provided.

John Cheney reported that the safety committee met on August 16, 2006. He reported that the committee discussed, among other things: new members being introduced to

the committee, no injuries were reported for the month, trip hazard training occurred, a flu shot campaign is scheduled for October, CPR training will be scheduled in September or October, employee identification badges are still being researched, a discussion on Storz fire hydrant fittings occurred and the need for having a safety policy.

Unfinished Business:

Resolution 2006-42, Approval of a developer's agreement with Perrysburg One, LLC for Arbors of Perrysburg Development, WL #100C and SS #166B. Jerry Greiner stated that this agreement is for an apartment complex of approximately 114 units in the #100 area. He stated that the developer has paid the required I & I payment of \$34,200.00. He also stated that the agreement provides for the District to provide financially in the oversizing costs which could be recovered with future additional taps. Alex Molner made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-108, Approval of a Village of Pemberville Sewer Area Agreement. Jerry Greiner recommended that this continue to be tabled. **Tabled.**

Resolution 2006-111, Amendment of the Employee Education Reimbursement Policy. Jerry Greiner stated that there has been interest from internal staff regarding this policy. He stated that the changes to the policy provide more financial incentives for participation. After discussion, Terry Murray made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2006-130, In the matter of securing and accepting an easement for the Hille Drive pump station and force main improvements, SS #200 area. John Sopko stated that an easement with owners, Carl Franklin & LaJean Franklin, is needed for the construction and maintenance of the pumpstation and forcemain. John Cheney made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-131, Amend Resolution 2006-106, Resolution of Assessments, Linwood, Kramer, Dirlam & Huffman Roads waterline extension, WL #305A. Dave Cook stated that this amendment corrects the benefitting front footage amount resulting in a reduction in the final assessed front footage amount. Alex Molner made a motion to approve. Joe Molnar seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-132, Authorize the appropriation of permanent and/or temporary utility easements for the installation of the WL #300B master meters in Middleton Township. Bill Barber stated he has spoken to the homeowners about this needed easement, but the homeowners are unwilling to come to an agreement. Rex Huffman outlined the

appropriation procedures. Alex Molner made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-133, Authorize the purchase of land for the pump station for the Village of Custar collection system, SS #1101. Bill Barber reviewed the details of the sale and purchase agreement for the sale of .1689 acres of land for the installation of the pump station. He stated that crop damage reimbursement is also included with this agreement. John Cheney moved to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-134, Approval to advertise for bids for the Gleneagles and Ford Road area waterline replacement, WL #113A. Bill Barber stated that a waterline located on Gleneagles and Ford Roads is deteriorated and needs replaced. He stated that this project has been slated for the 2006 budget. Advertising will take place on September 6 & 13, 2006, with bids being received at 11:00 a.m. on September 25, 2006, he said. Alex Molner moved to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-135, Approval of a property lease for a WaterShed vending unit with D.C. Ranch Properties. Jerry Greiner reported that a fourth WaterShed location has been negotiated in the Route 25-Perrysburg Township area. He reported that this site has a high traffic count and serves the purpose for these vending units. A lease has been negotiated with the property owner for this location, he said. The Board inquired about the terms of the lease and he provided details of the lease agreement. After discussion, 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 2006-136, Authorize a professional design contract with Poggemeyer Design Group for the District operations facility building expansion project. Jerry Greiner stated that space needs within the existing building are occurring. He provided several options for solving the space needs which included an expansion of approximately 3,100 square feet. The Board discussed this option and agreed that this resolution should be tabled until a committee is formed and the matter further reviewed. Paul Brim made a motion to table this resolution. Joe Molnar seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2006-137, Statement of Five Star Support for the National Guard and Reserve. (See page 1).

Executive Session

Terry Murray made a motion to go into executive session to discuss personnel issues. Lyle Schulte seconded the motion. A roll call was taken and all present voted yes.

Lyle Schulte made a motion to return to regular session. Terry Murray seconded the motion. A roll vote was taken and all present voted yes.

Resolution 2006-129, Personnel Actions

Jerry Greiner reviewed the actions as follows:

- A. Approval for the Sanitary Sewer Technician base rate changes for 2006, 2007 and 2008, effective February 1, 2006.
- B. Approval to name James Cheatwood to the Sanitary Sewer Technician position reflecting the above-mentioned base rate changes, effective February 15, 2006.
- C. Approval for the job classification/rate change of Eric Smarr, from Water and Sewer Maintenance Worker, I, to Water and Sewer Maintenance Worker, II, effective August 21, 2006. He will serve a 75-day probationary period.
- D. Approval for the job classification/rate change of Eric Jones, from Water and Sewer Maintenance Worker, I, to Water and Sewer Maintenance Worker, II, effective August 21, 2006. He will serve a 75-day probationary period.
- E. Approval for the job classification/rate change of Mark Berfield, from Sanitary Treatment Maintenance Operator, I, to Sanitary Treatment Maintenance Operator, II, effective August 21, 2006. He will serve a 75-day probationary period.
- F. Approval for the job description/rate change of the Dispatcher/Inventory Clerk, II position, effective August 21, 2006.
- G. Approval to name Timothy Wilkins to the Dispatcher/Inventory Clerk II position, effective August 21, 2006. He will serve a 75-day probationary period.
- H. Approve the one-day and three-day suspension without pay for Debra Haubert, Billing Technician, II.

Alex Molner moved to approve all of the above listed personnel actions. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Other

President Ault stated he would be on a medical leave of absence beginning September 12, 2006, for approximately 6-8 weeks. The Board wished him well and a speedy recovery.

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	September 14, 2006 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	September 28, 2006 7:30 a.m.	District Operations Facility Regular Meeting

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Adjournment

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

Respectfully Submitted,

John Current
Secretary/Treasurer

/smc