

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, AUGUST 9, 2007**

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 9, 2007 at 7:30 a.m.

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

Paul Brim	John Cheney	John Current
Melinda Kale	Alex Molner	Terry Murray
Lyle Schulte	Phil Shaffer	John Ault

Members absent: None

Others:

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

Tom Stalter, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman & Newlove
Kathy Bihn, Gilmore, Jasion & Mahler
Bob Bobeck, Gilmore, Jasion & Mahler

Approval of Minutes

The minutes of the regular meeting held on July 26, 2007 were reviewed. John Cheney made a motion to approve with a change to resolution 2007-72. Lyle Schulte 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: Agenda from the management planning meeting with Greg Papp of Cube Culture, Interoffice memo regarding Five Point Road waterline debt, Public Relations Committee efforts year to date, WaterShed weekly revenues, CORD legislative update on House Bill 103, e-mail regarding House Bill 103, Wood County housing starts, E-mail regarding Congressman Gillmor's capital appropriations and STAG requests, System development fees collected as of July 31, 2007, WaterShed ad that ran in the Sentinel Tribune fair edition, Article in Perrysburg Messenger regarding developers of HarborTown Place hosting an open house, Brochure on rural residential construction, Invitation to the retirement party for Irma Wolf (Auditor's Office), the Farm Bureau newsletter, and the Summer 2007 Round the Courthouse Square newsletter.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Bill Barber and Rex Huffman met with 4 residents of Five Point Road regarding the sewer project. They discussed the District's role and

committed our willingness to work with them. Rex agreed to write minutes of the committee meeting to send to all owners on the route. Alternatives will be discussed at the next meeting in late August.

- FedEx has decided to build a new facility in Ampoint. The sewer will be our tap, water plans have been set to Toledo.
- Perrysburg Township convinced the Planning Commission to join a lawsuit against the City of Perrysburg. This lawsuit should not involve the District, but Rex Huffman shared his thoughts on the process
- Pete Gerken, Toledo Commissioner has had some conversation with the Wood County Commissioners regarding tax sharing.
- Bill Barber attended a mayor's dinner in Weston on July 30, 2007.
- Middleton Township will hold a mock bus accident on August 13, 2007 at the EMS building. We may provide overflow parking here.
- A public meeting will be held for the Pemberville/Latcha sanitary sewer project August 16, 2007.
- Dan Wickard and Jerry Greiner have been in discussion with Northwood regarding the fixed base meter read system. They would like to use the city's tower for the (fixed base) antennae.
- Larry Shaw of Poggemeyer Design Group will be here September 10th & 11th to discuss the rate study.
- Public Relations Committee will meet today after the Board meeting.
- Outside auditors from Gilmore, Jasion & Mahler will be here today to do the exit interview for the 2006 audit.
- Letters with a questionnaire will go out this week to residents on Five Point Road to gauge interest in water along the JRS route.

Reports of Committees:

None to Report

Unfinished Business:

Resolution 2007-125. Acceptance and action on bids received for the Tracy Road and Oregon Road trunk sewer replacement, SS #100 area. Jerry Greiner suggested this resolution be tabled. Lyle Schulte made a motion to table. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2007-138. Acceptance and action on bids received for the Route 20 sanitary sewer pump station abandonment, Phase 2 project, SS #322B. Bill Barber stated the low bidder on this project was Gleason Construction at \$490,326.00. The engineer's estimate on the project was \$525,000.00. Bill Barber said this project was bid with a micro-tube tunneling option, due to the interruption of business at the Holiday Inn with an open cut. Tom Stalter briefly explained the process of micro-tube tunneling. Alex Molner made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-139. Change order #1, Jones & Henry Engineers, Ltd., Tracy Road and Oregon Road trunk sewer replacement, SS #100 area. Bill Barber stated this is a change order for additional work performed by the engineers due to changes plan review by ODOT and Rossford's deliberations. The change order is an increase of \$35,000.00. John Cheney made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-140. Change order #1, Hank's Plumbing and Heating Inc., Bates Road pump station replacement, SS #400 area. Bill Barber stated that this is a change order for contractor delays caused by Toledo Edison which required additional bypass pumping rental cost. The change is an increase of \$3,304.16. Phil Shaffer made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-141. Change order #4, Albert C. Thomas, Inc. installation of the WL #300B master meters in Middleton Township. Jerry Greiner suggested this resolution be tabled. Terry Murray made a motion to table. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-142. Authorize the release of retainage to Albert C. Thomas, Inc., installation of the WL #300B master meters in Middleton Township. Jerry Greiner suggested this resolution be tabled. Terry Murray made a motion to table. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-143. Authorize the release of retainage to Hank's Plumbing and Heating, Inc., for the WL #100 transmission main replacement project. Bill Barber stated that this project is complete and suggests we release the retainage of \$9,623.16 to Hank's Plumbing and Heating, Inc. 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 2007-144. Authorize the release of retainage to Hank's Plumbing and Heating, Inc., for the Cuckle Creek and Gypsy Lane Roads area waterline extension, WL #305B. Bill Barber stated this project is complete and suggested retainage of \$26,020.32 be released to Hank's Plumbing and Heating, Inc. Phil Shaffer made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-145. Review and approval of utility easements for the Village of Milton Center sanitary sewer project, SS #1102. John Sopko stated an easement has been received from Tom Jaqua and Hope Sherrick for the appraised amount of \$594.00. Rex Huffman stated this will dismiss the pending appropriation for this. 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 2007-146. Authorize the release of easements from Deshler Farmers, Village of Milton Center sanitary sewer project, SS #1102. John Sopko stated that Deshler Farmers Elevator would be willing to grant 2 easements for the Milton Center sanitary sewer if the District releases 2 easements currently on the property. Designs were completed to re-route the sewer due to plans of expansion at the Deshler Farmers elevator. 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 2007-147. Authorize the release of easements in Ampoint from Willis Day Warehousing Company, Inc. WL #100 area. Bill Barber stated that these easements were for old water lines that have been abandoned on the Willis Day property. The easements need to be released for the new FedEx facility construction. 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 2007-148. Void Resolution 2004-122, approval of an interagency agreement with the Village of Hoytville. Jerry Greiner suggested this resolution be tabled. Terry Murray made a motion to table. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-149. Review and approval of a Water Management Agreement with the Village of Hoytville. Jerry Greiner suggested this resolution be tabled. Terry Murray made a motion to table. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-150. Authorize the certification of delinquent water and sewer utility bills. Beth Vannett stated that this resolution is needed to certify delinquent utility bills to the county auditor by September 10, 2007. 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 Paul Brim who voted no, **Approved.**

Resolution 2007-151. Personnel Actions.

Jerry Greiner reviewed the following actions:

1. Approval to extend temporary employment of Jared Mills, GIS Intern, until November 16, 2007. HE said Mr. Mills may be employed soon elsewhere and the staff would want to fill this temporary opening, if possible.
2. Approval to extend temporary employment of Brandon Radabaugh, summer maintenance, until October 31, 2007.
3. Approval to extend temporary employment of Eric Radabaugh, summer maintenance, until October 31, 2007.

Terry Murray asked what the budget impact would be. Alex Molner made a motion to approve all the above items. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Mr. Cook introduced Robert Bobek and Kathy Bihn from Gilmore, Jasion & Mahler, LTD, the District's outside auditors. Mr. Bobek told the Board that he was going to provide an overview of the 2006 year-end audit. A more complete review was conducted with the Finance Committee previously. The conclusion reached as a result of the audit was a "clean" opinion. Mr. Bobek responded to questions from Mr. Cheney regarding compliance reviews required by the State of Ohio indicating that no problems were disclosed.

Management left the meeting so the Board could have a discussion without any influence from staff.

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	August 23, 2007 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	September 13, 2007 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

Phil Shaffer made a motion to adjourn. John Cheney 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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