

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, DECEMBER 18, 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, December 18, 2008 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	Alex Molner	Lyle Schulte
Adam Seibert	Phil Shaffer	

Members absent: Melinda Kale

Others:

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

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

Approval of Minutes

The minutes of the regular meeting held on December 4, 2008, were reviewed. Lyle Schulte made a motion to approve. John Ault 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 from the City of Rossford providing permission to inspect water and sewer facilities, Master meter consumptions reports, Copy of letter to Troy Township residents regarding sanitary sewer and waterline issues, Operations impact outline for the City of Northwood, Letter from the City of Fostoria regarding billing, Copy of the City of Northwood ordinance authorizing the City to enter into an agreement with the District for maintenance of water and sewer facilities, Weekly WaterShed revenues, Letter to Ed Ciecka regarding ST. Rt. 795 and Oregon trunk sewer repair, 2009 Farm Bureau membership cards, Agenda from the CSEAO winter conference, Agenda from the December 11th Extension Committee, November financial statement, Agenda for the Wood County Township Association meeting, Letter from Henry County regarding McClure water issues, Insert regarding changes in water disconnection process, Article in Perrysburg Messenger regarding new apartment complex on St. Rt. 25, Article in the Press regarding Five Point Road sewer project being postponed for further study, Article in the Suburban Press regarding

the District touring Ottawa County facilities, The December 11th North Baltimore News, and a Letter in the Toledo Blade regarding Five Point Road sewers.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Met with Portage Otterbein December 5th to discuss land for the JRS tower.
- Met with Troy Township December 10th to discuss JEDD agreement with Toledo.
- Met with North Baltimore December 16th to discuss regional water needs.
- City of Rossford has asked to have water and sewer system inspected by District personnel.
- Meeting with Grand Rapids and Washington Township residents interested in water will be December 29th.
- Still in discussion with Otsego FFA regarding farm land at the Tontogany WWTP. Will bring resolution to the Board in January.
- 4 Projects have been submitted to the state for possible stimulus funding consideration.
- Met with West Millgrove December 12th to discuss sewer project.
- Will meet with Perry and Montgomery Township January 6th to discuss sewer needs in West Millgrove.
- Henry County meeting with Village of McClure will be January 3rd.

Reports of Committees:

Jerry Greiner stated the Extension Committee met on December 11th. Minutes were briefly reviewed.

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 removed. Phil Shaffer made a motion to remove. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

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

New Business

Resolution 2008-232. Change order #3, Vernon Nagel, Inc., Mandell Road pump station replacement, SS #400 area. Bill Barber stated this change order was for an increase of \$69,043.00 due to unforeseen obstacles below ground including an

abandoned trench box and concrete found during the project. Phil Shaffer made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-233. Authorize the release of retainage for the Mandell pump station replacement, SS #400 area. Bill Barber asked that retainage in the amount of \$10,464.40 be released to the contractor to close out 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.**

Resolution 2008-234. Authorize a contract with EFI, for water telemetry equipment and installation. Bill Barber stated this resolution is to authorize a contract with EFI for water telemetry equipment and installation. The contract is for \$49,765.00. 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 2008-235. Selection of pre-qualified professional design firms for the calendar year 2009 in accordance with the Design Professional Selection Law. Bill Barber stated that 15 firms submitted an SOQ and that a full review of all firms was completed this year. He asked that of the 15 firms that 3 be pre-qualified, those included Poggemeyer Design Group, Jones and Henry Engineers, and Tetra Tech. Lyle Schulte made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-236. Amendment of the Certification of Estimated Resources for fiscal year 2008. Dave Cook stated this he inadvertently left out of the 2009 budget 2 pieces of equipment affecting the sewer funds: a mini-jetter and a trash pump. He stated these items total \$90,000. Lyle Schulte made a motion to approve. Adam Siebert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-237. Amendment of the Expenditure Appropriations for fiscal year 2008. Alex Molner made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-238. Authorize an assignment and assumption agreement with the City of Northwood. Jerry Greiner stated this resolution is authorizing an assignment and assumption agreement with Northwood and included a step-in of Northwood customers into District rates over a 3 year period. After much discussion Bill Hirzel made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes with the exception of Alex Molner who voted no. **Approved.**

Resolution 2008-231. Personnel Actions.

Jerry Greiner reviewed the following actions:

1. Approval to promote Robert Barnett from Sanitary Treatment Maintenance Operator I to Sanitary Treatment Maintenance Operator II, effective December 21, 2008.
2. Approval to Post vacant Sanitary Treatment Maintenance Operator I position.

Alex Molner made a motion to approve the above items. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

None

Receipt of Other Comments

Alex Molner asked if the District could market its GIS technology better to other entities. He stated the City of Perrysburg recently contracted their GIS needs with an outside consultant.

Alex Molner stated he was not comfortable with pursuing the JRS project due to the state of the economy. He felt it would be putting a strain on the District financially.

Regular Meeting Dates

Regular Meeting:	January 8, 2009 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	January 22, 2009 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

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

Respectfully Submitted,

John Current
Secretary-Treasurer