

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, DECEMBER 28, 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, December 28, 2006, 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
Alex Molner	John Ault	Lyle Schulte
Phil Shaffer		

Members absent: Joe Molnar, Terry Murray

Others:

Jerry Greiner	Dave Cook	Simon Gundy
Gavin Smith	Mike Stoll	John Sopko
Stephanie Challender	Leanne O'Brien	Valerie Megyesi
Dan Wickard		

Clint Wells, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman & Newlove

Approval of Minutes

The minutes of the regular meeting held on December 14, 2006, 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

Jerry Greiner presented the correspondence file which was circulated and contained: Article regarding registering land as ag deferred, safety committee minutes, agenda for the township dinner in Pemberville to be held on January 5, 2007, 2006 & 2007 project highlights, reminder for utility and financial management training for local officials, 2007 duty man schedule, article regarding responsibilities as a board member, EAP brochure and fall newsletter, article regarding Perrysburg Township official, and an article regarding Perrysburg township OKs rezoning of 160-acre site along Fremont Pike.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- JRS-Update, grant came through at 2.6 million, a map was provided of the route with house counts, an e-mail was also received to start the agreement process
- Extension Committee will be held Thursday, January 4, 2007 at 7:30 a.m.

- Terry Murray came through surgery and is recovering at home. Joe Molnar is in Houston and has been there for several weeks for medical reasons.
- Proposed March 8, 2007 for annual customer meeting. Board meeting that day will be held at 3:30 or 4:00 with customer meeting to begin at 7:00.
- District will host a County/City Administrators luncheon; this is a joint effort between the District and the Wood County Economic Development Office.
- North Baltimore meeting will be held January 2, 2007 to discuss regional co-op, CSX facility, and economic development.
- An electrical auto-transfer switch for the building has been installed and is up and running
- District office will be closed Monday January 1, 2007 for New Year's Day.
- Audit Committee will be scheduled sometime in January.

Reports of Committees:

Resource Committee met December 21, 2006. Jerry Greiner reported that Bill Barber updated the committee on the JRS grant. They also discussed items such as route, financing schedule, and customer base for this project. Tom Stalter discussed TTHM's and water quality. The committee also discussed the District's future in plant capacity.

The Safety Committee met December 20, 2006. John Cheney reported that there have been 2 vehicle backing accidents recently and 1 lost time accident. The committee discussed the 2007 safety training schedule. The District has recently joined the National Safety Council and a new safety policy has been drafted for Board review.

Unfinished Business:

Resolution 2006-165, Approval of a cash rental agreement for the District's property in Washington Township. Jerry Greiner proposed the District use the same farmer that the Village of Tontogany uses for an adjacent piece of property in Tontogany. Alex Molnar made a motion to approve. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-193, Authorize a Safety Policy for the District. John Sopko said that a safety policy has been drafted and will be distributed to all employees upon approval. The policy directs responsibilities and roles of employees. 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 2006-205, Approval of a developer's agreement with the Main Street Church for waterline improvements on Moline-Martin Road, WL #189D. Jerry Greiner proposed 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 2006-208, Authorize a technical services contract with the City of Rossford for pump station operation and maintenance. Jerry Greiner proposed 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 2006-210, change order #1, PHC, Inc. Gleneagles and Ford Road area waterline replacement, WL #113A. Jerry Greiner proposed this resolution be removed. Phil Shaffer made a motion to remove. Lyle Schulte seconded the motion. A roll call vote was taken will present voting yes. **Removed.**

Resolution 2006-211, Amendment of the Certification of Estimated Resources for fiscal year 2006.

Resolution 2006-212, Amendment of the Expenditure Appropriations for fiscal year 2006. Dave Cook presented Resolutions 2006-211 and 2006-212 simultaneously. He stated that these resolutions would amend for the final time the 2006 budget. After discussion, the Board considered **Resolution 2006-211, Amendment of the Certification of Estimated Resources for fiscal year 2006.** 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 2006-212, Amendment of the Expenditure Appropriations for fiscal year 2006. 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 2006-213, Certification of Estimated Resources for fiscal year 2007.

Resolution 2006-214, Approval of Expenditure Appropriations for fiscal year 2007. Dave Cook presented the annual budget in order to meet the requirements under the Ohio Revised Code. He presented Resolutions No. 2006-213 and 2006-214 simultaneously. He stated that the Finance Committee reviewed these budget figures at its recent meeting. He discussed numerous factors that impact the budget and debt coverage ratios. He further reviewed estimates of revenue and expenses, replacement of equipment, and rates increases for water and sewer. Mr. Cook presented projected revenue water and sewer debt coverage for 2007. After discussion, the Board considered **Resolution 2006-213, Certification of Estimated Resources for Fiscal Year 2007.** John Current made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-214, Approval of Expenditure Resources for Fiscal year 2007. John Cheney made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-215, In the matter of fixing operation and maintenance rates for sewer collection services, water distribution services, and sale of water in the District area. Dave Cook reported that the 2007 budget will include a 7% rate increase for water and sewer. Paul Brim made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-216, Amend Resolution 2006-169 approval of utility easements for the installation of the WL #300B master meters in Middleton Township. John Sopko reported that as a follow-up to the last board meeting, the owner has accepted the District's offer and

has signed the easement. 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 2006-217, Change order #1, Poggemeyer Design Group, Moundview waterline replacement project, WL #232A. Clint Wells of Poggemeyer Design Group said that the change order is a decrease for inspection services not performed by Poggemeyer, but by the District. The total decrease was \$12,386.29. 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 2006-218, Change order #1, Poggemeyer Design Group, Oregon Road grade separation project, WL #144A. This change order is a decrease due to inspection services not performed by Poggemeyer Design Group, but by the District. The total decrease is \$5,044.10. John Cheney made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-219, Change order #1, Poggemeyer Design Group, Linwood, Kramer, Dirlam & Huffman Roads waterline extension, WL #305A. Jerry Greiner proposed 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 2006-220, Personal Actions. Jerry Greiner said that Stephanie Challender would satisfy her probationary period in January and that Tim Wilkins passed two of three license certifications and would be eligible for a pay increase. Mr. Greiner also circulated proposed management salaries for 2007. The increases were a carryover from last year previously approved by the administration committee. Alex Molner made a motion to approve. John Current seconded the motion. A roll call was taken with all present voting yes with the exception of Paul Brim voting no. **Approved.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	January 11, 2007 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	January 25, 2007 7:30 a.m.	District Operations Facility Regular Meeting

Adjournment

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

Respectfully Submitted,

John Current
Secretary/Treasurer

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