

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, DECEMBER 3, 2009**

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 3, 2009 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	Melinda Kale	Alex Molner
Lyle Schulte	Adam Seibert	Phil Shaffer

Members absent: None

Others:

Bill Barber	Jerry Greiner	Leanne O'Brien
Valerie Megyesi	John Sopko	Beth Vannett
Dave Cook		

Nick Rettig, Henry County
Tom Stalter, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman LLP

Approval of Minutes

The minutes of the regular meeting held on November 19, 2009, were reviewed. Lyle Schulte made a motion to approve. Adam Seibert 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: Weekly WaterShed revenues, E-mail correspondence from Randy Gardner regarding Five Point Road sewers. Letter from CCAO regarding federal recovery bonds, Henry County operating proposal, 2010 Bowling Green Chamber dues invoice, Ken Amos exit interview, System development fees ytd. spreadsheet and an invitation to the Wood County Township Association Vendor Fair and meeting January 9, 2010.

At this time, Nick Rettig from Henry County gave a brief update of the service proposal between the District and the Henry County Regional Water and Sewer District. He stated the Henry County Water District Board proposes a one year contract with the District for billing and accounting services only for the Village of McClure's accounts.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Christmas dinner at Maggie's is scheduled for December 15th with reservations due by December 12th.
- Met with the Village of Bloomdale November 24 to renew the water contract.
- Met with Henry County November 25th to discuss service contract proposal.
- Meet with Health Department and EPA December 3rd to discuss Five Point Road sewers at Senator Garner's request.
- Annual customer meeting March 4th or 18th -Greiner to discuss with Engineer Huber.
- Interest from Principle Business Enterprises and Fletcher Machine for water and sewer services.
- Union negotiations set for December 4th.
- Rex to discuss Charter Steel refund with the City of Fostoria's attorney soon.
- Commissioner Brown's mayor's meeting scheduled for December 14th, will be extended to January.
- TMACOG General Assembly January 26th is set for French Quarter site..
- Will be scheduling a tour of the CSX facility.

At this time, Bill Barber gave a brief update of the JRS project. He stated the water tower is up and the outside painted. The contractors have sealed the painted tower and will be back in the spring to finish. Mr. Barber stated the waterline portion of the project has been bid and construction will start December 14th. The pump station is currently 16 weeks out for delivery and the sewer portion will be out to bid sometime in January, he said. Dave Cook gave a brief financial update and stated he will be submitting expenses for the first reimbursement of \$450,000. He also noted that the project must be completed by December 10, 2010 or the state could "claw" back some of the grant monies.

Reports of Committees:

None

Unfinished Business:

Resolution 2009-122. Authorize an intergovernmental agreement with the Village of North Baltimore. Jerry Greiner asked that this resolution be tabled. John Ault made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2009-186. Authorize a contract with Jones & Henry Engineers, Ltd. for flow monitoring for the SS #200 area. Bill Barber stated the District is working with the City of Oregon to help solve their sewer overflow issues. He stated the preliminary studies that have

been completed show the District as being a major contributor of flows into the Oregon system. The total contract with Jones & Henry is \$30,250.00. 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 2009-187. Authorize the advertisement for bids for the East Broadway Clearwell, WL #100 area. Bill Barber asked for approval to advertise for the East Broadway clearwell, with advertising dates to be determined. The engineer's estimate on this project is \$1,431,000 he said. Adam Seibert made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-188. Authorize a contract with Poggemeyer Design Group for the Ford Road pump replacement, SS #400 area. Bill Barber asked that this resolution be tabled until Extension Committee review. Lyle Schulte made a motion to table. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2009-189. Review and approval of utility easements for the JRS waterline extension, WL #183L. John Sopko stated 1 easement has been obtained from Virginia Hoffman for \$501.00 for the JRS waterline project. Bill Hirzel made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-190. Amendment #2, Poggemeyer Design Group, Williamsburg-on-the-River wastewater treatment plant replacement, SS #4. Bill Barber stated this amendment is for a deduction of \$31,500 for services not performed including construction observation. 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 2009-191. Change order #3, B. Hill's Excavating, Inc. Williamsburg-on-the-River wastewater treatment plant replacement, SS #4. Bill Barber stated this change order is for an increase of \$8,293.00 for additional asphalt repairs, additional telemetry costs, and added photocells at the wastewater treatment plant for lighting fixtures. 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 2009-192. Determine the final costs and the sanitary sewer debt charge for the Williamsburg-on-the-River wastewater treatment plant replacement, SS #4. Dave Cook reviewed the final costs for the wastewater treatment plant and stated the monthly debt charge will be set at \$16.25 per customer. Bill Hirzel made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-193. Authorize the partial release of retainage to B. Hill's Excavating, Inc. for the Williamsburg-on-the-River wastewater treatment plant replacement, SS #4. Bill Barber asked that a partial release of retainage of \$34,510.64 be approved for B. Hill's Excavating for the Williamsburg-on-the-River wastewater treatment plant replacement. Alex

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

At this time John Ault left the meeting (8:50 a.m.)

Resolution 2009-194. Personnel Actions.

Jerry Greiner reviewed the action as follows:

1. Approval of license pay increase for Mark Berfield, Sanitary Treatment Maintenance Operator II, effective November 5, 2009.
2. Approval of license pay increase for Patricia Gifford, Sanitary Treatment Maintenance Operator II, effective November 18, 2009.
3. Approval of (2) license pay increases for Tim Wilkins, Dispatcher/Inventory Clerk II, effective November 5, 2009.

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

Executive Session

Lyle Schulte made a motion to go into Executive Session to discuss personnel issues. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes.

Adam Seibert made a motion to go into regular session. John Current seconded the motion. A roll call vote was taken with all

Other

None

Regular Meeting Dates

Regular Meeting: December 17, 2009 District Operations Facility
7:30 a.m.

Regular Meeting: January 7, 2010 District Operations Facility
7:30 a.m.

Receipt of Other Comments

None

Adjournment

Lyle Schulte made a motion to adjourn. Adam Seibert 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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