

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
FRIDAY, DECEMBER 9, 2011**

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 Friday, December 9, 2011 at 7:30 a.m.

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

John Cheney	John Current	Melinda Kale
Leonard Michaels	Alex Molner	Lyle Schulte
Adam Seibert		

Members absent: John Ault, Bill Hirzel

Others:

Bill Barber	Dan Wickard	Leanne O'Brien
Mike Stoll	Dave Cook	Valerie Megyesi
Beth Vannett		

**Approval of Minutes**

The minutes of the regular meeting held on December 1, 2011, were reviewed Adam Seibert made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Unfinished Business:**

None

**New Business**

**Resolution 2011-172.** Acceptance and action on bids received for the vehicle storage building. Bill Barber stated that bids were received for the vehicle storage building and recommends the project be awarded to Morton Buildings, Inc. for the base bid and four (4) alternates which include: bollards, concrete floor slab, rat wall, and exterior concrete approaches. The total bid was for \$346,202.54, the engineer's estimate for the project was \$366,000.00, he said. Alex Molner made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Leonard Michaels joined the meeting at 7:40 a.m.**

**Resolution 2011-173.** Acceptance and action on bids received for the District Building Expansion Project. Bill Barber stated that bids were received for the District Building Expansion Project and recommends the project be awarded to Alvada Construction, Co. for \$2,916,000.00. The bid includes the base bid and alternate 2 which is for the installation of an elevator, he said. Mr. Barber stated the engineer's estimate on the project is

\$2,851,600.00. John Cheney made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2011-174.** Authorize a Facility Encroachment Agreement with CSX Transportation for the Tree Streets sewerline replacement, SS #5001. Bill Barber stated this resolution is to approve a Facility Encroachment Agreement with CSX to bore under the railroad on Glenwood Road for a sewerline replacement. Alex Molner made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2011-175.** Approval of Expenditure Appropriations for Fiscal Year 2012. Dave Cook stated this resolution is to approve expenditure appropriations for 2012. Mr. Cook reviewed with the Board additions to the 2012 budget, the change of the water and sewer split and reviewed other assumptions for the budget for 2012. Leonard Michaels made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2011-176.** In the matter of fixing rates for the sewer treatment and collection services, water distribution services and the sale of water in the District service areas. Dave Cook briefly reviewed rates for 2012 which includes a 2% increase in water and sewer rates. The 2012 rates will also include the third year of depreciation, he said. 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 2011-171.** Authorize the release of retainage to Mosser Construction, Inc. Energy Efficiency Projects. Mike Stoll stated this project is complete and requested retainage in the amount of \$10,200.00 be released to close out the contract. Alex Molner made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2011-177.** Personnel Actions.

Dan Wickard reviewed the actions as follows:

1. Brandon Weilnau, Water and Sewer Maintenance Worker I, probation complete, effective December 26, 2011.
2. Approval to promote Todd Saums, Water & Sewer Maintenance Worker I to Water and Sewer Maintenance Worker II, effective December 12, 2011.
3. Approval of license pay increase for Shawn Dierksheide, Water & Sewer Maintenance Worker II, effective November 3, 2011.
4. Approval of license pay increase for Todd Saums, Water & Sewer Maintenance Worker I, effective November 3, 2011.
5. Approval of license pay increase for Greg Warden, Water & Sewer Maintenance Worker I, effective November 3, 2011.
6. Approval of license pay increase for Jarred Myers, Water & Sewer Maintenance Worker II, effective November 3, 2011.
7. Approval of license pay increase for Matt Bockbrader, Water & Sewer Maintenance Worker II, effective November 3, 2011.

8. Approval of license pay increase for Mark Naus, Water & Sewer Maintenance Worker II-Jet Truck, effective November 3, 2011.
9. Approval of license pay increase for Robert Barnett, Water & Sewer Maintenance Worker II, effective November 3, 2011.
10. Approval of license pay increase for Mark Berfield, Water & Sewer Maintenance Worker II-Jet Truck, effective November 3, 2011.
11. Approval of license pay increase for Mark Davis, Sanitary Engineering Aide II, effective November 3, 2011.

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

### **Correspondence**

Beth Vannett presented the correspondence file which was circulated and contained: Invitation to the Bowling Green Chamber of Commerce Annual Meeting; Invitation to the Wood County Recorder's Holiday Open House; Invitation to the TMACOG Annual General Assembly; Draft summary of benefits outline; Wood County Housing Stats; Copy of letter to Pat Tebbe regarding sanitary sewer diversion; and various newspaper articles.

### **Report by Executive Director and Other Officials**

Beth Vannett reported:

- Stony Ridge-Lemoyne project slowly getting finished.
- Jerry Greiner and Rex Huffman will meet with Rossford and Perrysburg Township today to discuss TID issues.
- Lunch to discuss Troy Township Marketing Plan for JRS property will be December 14<sup>th</sup>.
- Bill Barber and Dave Cook meet with City of Toledo today to discuss Ampoint, etal.
- Custar/Milton Center water meeting next week to include CDBG hearing.
- Jerry Greiner and Bill Barber will attend CSEAO and CORD meetings December 12-13<sup>th</sup>.
- Office closed ½ day December 23, closed all day December 26<sup>th</sup> and January 2<sup>nd</sup>.
- Annual Township Meeting will be held January 6<sup>th</sup> at the Junior Fair Building.
- Commissioner appointments (Molner, Cheney, Hirzel) will meet with Commissioners on December 15<sup>th</sup>.

### **Reports of Committees:**

Beth Vannett reported the IT Committee and Administrative Committee met on December 8, 2011, minutes were included in the board packets.

Adam Seibert reported the Safety Committee met on December 7, 2011, minutes were included in the board packets.

**Receipt of Other Comments**

None

**Executive Session**

None

**Regular Meeting Dates**

Regular Meeting:	December 22, 2011 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	January 5, 2012 7:30 a.m.	District Operations Facility Regular Meeting
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**Adjournment**

John Cheney made a motion to adjourn. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John Current  
Secretary-Treasurer