

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, FEBRUARY 14, 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, February 14, 2008 at 7:30 a.m.

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

John Ault	Paul Brim	John Cheney
John Current	Bill Hirzel	Melinda Kale
Alex Molner	Lyle Schulte	Phil Shaffer

Members absent: None

Others:

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

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

Approval of Minutes

The minutes of the regular meeting held on January 24, 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: Invitation and sign-up sheet to the Wood County Economic Development Annual Dinner, E-mail from Bill Barber regarding NWSD waterline plan review; Overview of the February 11th Toledo meeting, Copy of letter to Allen Rupp regarding sanitary sewer diversion on January 9th and February 12th, Weekly WaterShed sales, FLA Solutions article on setting pay levels, Letter from TMACOG confirming appointment, Extension Committee update on the JRS project, Invitation from the Holiday Inn French Quarter to a Mardi Gras Celebration, Copy of E-mail to Ohio Rural Water regarding the October meeting location, Wood County Housing Starts, Invitation to the Ohio Rural Water Association Annual Conference, Copy of letter sent to residents on St. Rt. 64 regarding their private waterline, Spreadsheet of system development fees collected, Letter from Don Cleveland regarding increase in rates, Perrysburg Messenger articles regarding the new Penta and Bass Pro sites, Article in the Findlay Courier regarding CSX buying property for rail yard, Interoffice memo from Dave Cook regarding taxable uniform benefit, Summary of Work-Related Injuries and Illnesses from the Bureau of Worker's Compensation, and Article in the Perrysburg Messenger regarding Perrysburg council approving a zoning change for Kroger complex on Roachton Road,

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Jerry Greiner attended Ohio Rural Water meeting on January 29th. The District may host their quarterly meeting in October.
- Annual CORD meeting will be held in March.
- Jerry Greiner and Dave Cook met with Andy Brossart and John Fischer to discuss long-term borrowing needs.
- Wood County Economic Development Annual dinner will be held March 19th.
- Revisions to the Extension Policy have been made and reviewed by the Extension Committee. A complete policy will be presented to the Board for action in March.
- Meeting was held with Toledo on February 11th to discuss a contract amendment for Stony Ridge/ Lemoyne and a possible JEDD with Perrysburg Township for the new FedEx facility.
- Meeting was held with the City of Bowling Green to discuss plant expansion buy-in.
- Jerry Greiner spoke with the City Rossford, there is still interest in joining the District and has asked for additional information.
- There will be a follow-up combined extension/finance committee meeting to discuss the JRS project in the coming week.
- Jerry Greiner proposed the next Board meeting be February 21st.

At this time, Bill Barber presented to the Board a map and information on a private waterline on St. Rt. 64 and King Road. The private line was installed through the City of Bowling Green in 1951 and eight homeowners entered into an agreement to share the cost of extension and maintenance of the line. Mr. Barber stated to the Board that last week the line broke underneath St. Rt. 64 and caused ODOT's culvert to collapse. Mr. Barber stated there was a meeting held with the eight affected property owners, ODOT, and the City of Bowling Green to discuss the situation. ODOT indicated the homeowners had no permit to install and the line would need to be removed. Mr. Barber stated the District sent out waivers to the eight owners with assessment information and indicated that all eight waivers needed to be returned to the District by Friday, February 15th to proceed. Thus far we have only received 3. In the meantime there has been interest expressed to the North for water.

Reports of Committees:

Jerry Greiner stated the Extension Committee met on February 7th. Mr. Greiner reported the committee was updated on the JRS project, CSX Inter-modal facility, and were given for review the lasted draft of the Extension Policy.

Jerry Greiner stated the Public Relations committee met on February 8th and discussed 2007 events and where to be in 2008.

Jerry Greiner stated the Resource Committee met on February 8th. Mr. Greiner stated the number one priority of this committee was to secure a long-term water source. The committee also discussed and reviewed current water contracts and regional alternatives.

Mr. Greiner also suggested discussing with Poggemeyer Design Group the options available for a water source.

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 tabled. Bill Hirzel made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled**

Resolution 2008-20, Review and approval of a Water Management Agreement with the Village of Hoytville. Jerry Greiner asked that this resolution be tabled. Bill Hirzel made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2008-29. Receipt and action on bids received for the Chantilly Rue waterline replacement, WL #218; Moline-Martin, Taylor and Neill Streets waterline extension, WL #189 E; Bradner Road waterline extension, WL #234D. Bill Barber stated these 3 projects were combined to draw in bidders. Mr. Barber stated Hank's Plumbing and Heating was the apparent low bidder, but after review, they bid Section A on an improper form. After discussion with Poggemeyer and the contractors it was agreed that Sections B & C be awarded to Hank's Plumbing and Heating and Section A be awarded to Helms and Sons (Second Low Bidder). 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 2008-30. Authorize the release of retainage to Gleason Co., for the Route 20 sanitary sewer pump station abandonment, Phase 2 project, SS #322B. Bill Barber stated this resolution is to approve the release of \$20,158.79 retainage to Gleason Construction for the Phase 2 sewer abandonment. Mr. Barber stated the project is complete and recommends the retainage be released. 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 2008-31. Authorize the release of retainage to H & K Construction Services, Ltd., for the Locust Street, Walnut Street and Broadway Avenue waterline improvements in the Village of Weston, WL #2312. Bill Barber stated that this project is complete and recommends that retainage be released in the amount of \$7,598.72 to H & K Construction. Alex Molner made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-32. Review and approval of utility easements for the Moline-Martin, Taylor and Neill Streets waterline extension, WL #189E. John Sopko stated 2 easements were obtained from James and Brenda Dubilzig for WL #189E. One easement was obtained for \$1.00 the other for \$787.00. Mr. Sopko also stated that this property owner will be signing a waiver to include his two parcels in the project. Lyle Schulte made a motion to approve. John

Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-33. Review and approval of utility easements for the Cross Creek and Liberty Hi Roads waterline extension, WL #301A. John Sopko stated that an easement had been obtained from Roger and Chasitie Euler for \$1.00 for WL #301A. Alex Molner made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

After the roll call of Resolution 2008-33, Mr. Phil Shaffer excused himself from the meeting.

Resolution 2008-34. Review and approval of utility easements for the Green Road waterline extension, WL #399A. John Sopko stated an easement had been obtained from Jim and Kim Cheatwood for \$1.00 for WL #399A. Lyle Schulte made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes with the exception of Phil Shaffer who abstained. **Approved.**

Resolution 2008-35. Amend contract with Poggemeyer Design Group for the Gleneagles and Ford Road area waterline replacement, WL #113A. Bill Barber stated this resolution is for a decrease of \$1,128.82 in the contract for construction observation performed by District personnel. Melinda Kale made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-36. Personnel Actions.

Jerry Greiner reviewed the actions as follows:

1. Approval to hire Claud Barringer, Dispatcher I.
2. Approval to post Sanitary Treatment Maintenance Operator II, internally.

Melinda Kale made a motion to approve. Alex Molner 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 the Executive Director's salary. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes.

After the roll call to go into executive session, Ms. Melinda Kale excused herself from the meeting.

Lyle Schulte made a motion to return to regular session. John Ault seconded the motion. A roll call vote was taken with all present voting yes.

At this time, John Cheney asked for a motion to approve the Executive Director's salary. Alex Molner made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	February 21, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	March 6, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Lyle Schulte made a motion to adjourn. John Current 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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