

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, FEBRUARY 8, 2007**

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 8, 2007 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
Melinda Kale	Alex Molner	Lyle Schulte
John Ault		

Members absent: Terry Murray, Phil Shaffer

Others:

Jerry Greiner	Dave Cook	Erik Blake
Gavin Smith	Mike Stoll	John Sopko
Stephanie Challender	Leanne O'Brien	Valerie Megyesi
Dan Wickard	Beth Vannett	Bill Barber

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

Approval of Minutes

The minutes of the regular meeting held on January 25, 2007 were reviewed. Lyle Schulte made a motion to approve. Paul Brim 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: Wood County Economic Development Commission annual dinner invitation, Article regarding a passion for the business of accounting, Draft program for the annual customer meeting, Brochure for the SERB academy 2007, Newsletter from Betty Montgomery, Copy of memo to Tom Hutchings regarding overload citation, WaterShed weekly revenues report, Draft proposal for inspection services for the Village of Luckey, Round the Courthouse Square newsletter, Invitation to the Bowling Green Chamber of Commerce State of the City Address, CORD newsletter, Invitation to the United Way annual meeting and awards dinner, WaterShed brochures for the new Custar, Fostoria, and Perrysburg locations, 2006 annual report from TMACOG, Map of land purchased by the Wood County Park District, and TMACOG Environmental Program priorities 2007,

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Proposed a subcommittee be formed for IT concerns and asked for volunteers.

- Proposed the Extension Committee meet Thursday, February 15, 2007.
- Meeting was held with council members from North Baltimore and a draft agreement was circulated to the Board for possible water service to outlining customers.
- Updated Board on upcoming bids for Milton Center, which will be advertised in February and awarded in March, and Risingsun to be bid in March, awarded in April.
- District will be purchasing new Microsoft Project software. The new software will be billed to the project costs.
- Updated the Board on the Williamsburg Treatment Plant. A meeting was held on February 14, 2007 to gauge any property owner interest.
- John Ault and Lyle Schulte will be attending a meeting at Webster Township.
- Rex Huffman will be presenting an ethics overview for the District Board members and management staff today.
- Annual customer meeting will be held March 8, 2007, Jerry asked for input and additional ideas for the agenda and possible door prizes.
- Lucas County has decided the sinkhole on Stitt and Jerome Road is the responsibility of the District. The estimated cost is approximately \$100,000.
- Meeting was held with Hoytville on Monday, January 29, 2007 to discuss their water project with new mayor and council members
- Audit Committee will be held on Tuesday, February 13, 2007.
- Beth gave a brief review of the water and sewer rate increases for 2007. She provided the Board with the 2007 rate increases and a bill comparison.

Reports of Committees:

None to Report

Unfinished Business:

None

New Business

Resolution 2007-22. Review and approval of utility easements for the Cuckle Creek and Gypsy Lane Roads area waterline extension #305B. Bill Barber stated that two easements needed from James Kale have been executed. Alex Molner made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-23, Acceptance and action on bids received for the Bates Road pump station replacement, SS #400 area. Bill Barber presented that bids were received for the pump station replacement. He suggested the bid be awarded to Hank's Plumbing and Heating. The contract would be awarded to Hank's Plumbing and Heating, Inc. for \$209,070.00. Alex Molner made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-24. Authorize a contract with Poggemeyer Design Group for the Ford Road pump station force main replacement, SS #400 area. Bill Barber presented a contract was needed with Poggemeyer Design Group to get a design started to replace the existing force main. He stated this was a joint project with Perrysburg. Lyle Schulte made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-25, Authorize a contract with Poggemeyer Design Group for the Master Plan Update. Bill Barber presented a contract was needed with Poggemeyer Design Group to update the master plan. The original plan was written in 2005 and with the many changes being made an update is needed. Bill stated that this was included in the 2007 budget. 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 2007-26. Approval of amended operation and maintenance rates for sewer collection services, water distribution services, and sale of water in the District area. Beth Vannett presented to the Board the increases in water and sewer rates needed for 2007. She pointed out a new section and new rate of \$22.00 was added for the un-metered Custar customers and Exhibit C for the City of Oregon was amended to reflect new minimum rates. Lyle Schulte made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-27, Personal Actions.

Jerry Greiner reviewed the actions as follows:

- A. Approve the completion of the probationary period and pay increase for Leanne O'Brien, Executive Secretary, effective February 15, 2007.
- B. Approval to hire Patricia Gifford, Sanitary Treatment Maintenance Operator II, Package Plant Crew.
- C. Approval to hire, John Sanders, Sanitary Treatment Maintenance Operator II, Jet Truck.
- D. Approval to hire, Stace Dibling, Maintenance Worker II.
- E. Review of the Executive Director's salary

John Cheney made a motion to approve all the above actions. Alex Molner seconded the motion. A roll call was taken with all present voting yes. **Approved.**

Executive Session

Alex Molner made a motion to enter into executive session to discuss personnel issues. John Cheney seconded the motion. A roll call vote was taken with all present voting yes.

After discussion in executive session, Alex Molner made a motion to return to regular session. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes.

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	February 22, 2007 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	March 8, 2007 4:00 p.m.	District Operations Facility Regular Meeting
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Adjournment

A voice call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John Current
Secretary/Treasurer

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