

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JANUARY 25, 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, January 25, 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 Current	Melinda Kale
Alex Molner	Terry Murray	Lyle Schulte
Phil Shaffer	John Ault	

Members absent: John Cheney

Others:

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

Clint Wells, Poggemeyer Design Group  
Tom Stalter, Poggemeyer Design Group  
Rex Huffman, Spitler, Huffman & Newlove  
Jim Rydquist, Tetra Tech

### **Approval of Minutes**

The minutes of the regular meeting held on January 11, 2007 were reviewed. Phil Shaffer made a motion to approve. Lyle Schulte 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: WaterShed brochures for Custar, Fostoria, and Perrysburg, Advertisement from the Perrysburg Messenger for the new WaterShed in Perrysburg, Article from Perrysburg Messenger regarding expansion fee waiver for WaterShed site in Perrysburg, Copy of the quarterly event calendar, Article from Toledo Blade regarding rate increases, Article from Sentinel Tribune on JRS funding, Article in Toledo Blade regarding Perrysburg council shifting options on water facility, Article from Sentinel Tribune regarding Risingsun closer to project financing, Article from Sentinel Tribune and Blade regarding Bass Pro impact on County, Invitation to the Wood County Health Department open house Friday, January 26, 2007, Registration and information for the TMACOG winter general assembly, Invitation from Sky Bank for Bowling Green Chamber of Commerce business after hours party Tuesday, February 6, 2007, Winter 2007 District newsletter, Map of the 2 homes in Seneca County needing sanitary sewer

service, Sign-in sheet from the City Administrator luncheon held Friday, January 19, 2007, 1999 regional Toledo water study, Copy of e-mail to Dan Wickard from John Eckel (Perrysburg) regarding new WaterShed. Copy of letter to Allen Rupp at the Ohio EPA regarding sanitary sewer diversion, Copy of newspaper article regarding 2 regional towns getting state water and sewer funds, Magazine article regarding impact fees for counties, magazine article regarding Ohio's projected population for 2000-2030, Ohio Township News magazine, and resolution no. 07-57 from the Wood County Commissioners appointing Jerry Greiner as the TMACOG Environmental Council representative.

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

Jerry Greiner reported:

- Jerry Greiner and Lyle Schulte met with leaders from Seneca County regarding a petition to join the District for 2 homes needing sanitary sewer services due to orders from their local health department.
- City Administrator luncheon was held Friday, January 19, 2007. The City Manager from Dundee, Michigan came to speak about the impact of Cabela's on the City of Dundee. The impact of the new Bass Pro shop was discussed as well as the JRS grant.
- Rex Huffman will be presenting an ethics overview for the District within the next couple of Board meetings.
- Annual customer meeting will be held March 8, 2007.
- The plaque for Joe Molnar's wife was passed around. Jerry Greiner suggested purchasing a tree for Joe's wife along with a tree for Karl Hirzel's wife.
- The sinkhole on Stitt and Jerome Road in Lucas County is estimated to cost between \$25,000 and \$95,000. Lucas County will be designing and contracting the project out and will bill the District for the work.
- There will be a meeting held soon between the District, Rossford and Jones and Henry for sewer line repairs at St. Rt 795 and Tracy Road, and ST. RT. 795 and Oregon Road.
- Should soon see an economic development agreement from North Baltimore.
- Meeting to be held with Hoytville on Monday, January 29, 2007 to discuss their water project.
- Jerry Greiner said that there are \$19,000 in system development fees that were to be refunded to a developer. The City of Northwood has since refunded them. Jerry suggested the extension committee decide whether or not to reflect these refunds in the City of Northwood's agreement with the District.
- Jerry Greiner passed around a preliminary report reflecting the borrowing needs of the District for 2007.
- Audit Committee will be held on Tuesday, February 13, 2007.

At this time, Jerry Greiner suggested a roll call vote be taken to accept the membership of Jackson Township in the District for 2 homes to be serviced with sanitary sewer. Lyle Schulte made a motion to approve. Terry Murray seconded. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Lyle Schulte asked for an update on the Perrysburg sewer and pump station abandonment on St. Rt. 20. Bill Barber stated that the project was in the design phase and he expects to bid the contract in the spring with summer construction. Phase I of the Walmart project is ready to bid. Phase II is in the design phase with bidding late winter or early spring 2008.

### **Reports of Committees:**

None to Report

### **Unfinished Business:**

**Resolution 2007-08**, Authorize the appropriation of easements for the Cuckle Creek and Gypsy Lane Roads area waterline extension, WL #305B. Jerry Greiner proposed removing this resolution as easements are no longer needed for the project. Phil Shaffer made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

### **New Business**

**Resolution 2007-11**, Review and approval of utility easements for the Cuckle Creek and Gypsy Lane Roads area waterline extensions WL #305B. John Sopko presented that 4 of the 11 easements needed for this project have been received. Resolutions were received from Thomas Lemmerbrock & Amy Kahlenberg, Bruce and Teresa Bauer, and Robert & Patricia Maurer. Alex Molner made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken will present voting yes. **Approved.**

**Resolution 2007-12**, Appointment of Assessment Equalization Board members for the Poe Liberty Hi Roads waterline extension, WL #317E. John Sopko proposed that the members of the Assessment Equalization Board include Thomas Weidner, Duane Abke, and Mark Adams. 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 2007-13**, Acceptance and action on bids received for the Rossford pump station emergency repairs, WL #100 area. Bill Barber suggested, after discussion with Poggemeyer Design Group that the bids for the contract not be awarded and be rebid. Alex Molner questioned why. Bill Barber stated that some improper bids were received and that the specs needed to be re-written and made clearer to the possible bidders. Lyle Schulte made a motion to approve. Alex Molnar seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-14**, Acceptance and action on bids received for the Cuckle Creek and Gypsy Lane Roads area waterline extension, WL #305B. Bill Barber presented that the bids received for the Cuckle Creek and Gypsy Lane waterlines were favorable and he suggested awarding the contract with the alternate bid to oversize the 4' and 6' lines to 8' lines. The contract would be awarded to HPH for a total contract cost of \$650,508.00. Bill Barber stated

that Section B (East Wooster St.) will not be awarded until the waivers are received. Section C (Poe Liberty Hi) also will not be awarded until after the AEB meeting February 23, 2007. Terry Murray made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-15, Acceptance** and action on bids received for the WL #100 transmission main replacement. Bill Barber reported that (7) bids were received for this project. This project is part of an Issue 2 grant. Bill Barber reported that HPH, Inc. was the low bidder at \$240,579.00. 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 2007-16, Authorize** a legal services agreement for the Stony Ridge and Lemoyne sanitary sewer project, SS #145 area. Jerry Greiner stated that USDA requires legal counsel to represent the District for this project. 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 2007-17,** Review and approval of a utility easement for the construction of the Fostoria WaterShed. Jerry Greiner reported that the District has received the last easement for the Fostoria WaterShed from RCT, Ltd. (Reineke Ford). Alex Molner made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-18,** Authorize a contract with R. Dorsey+ Associates for a technology assessment and remediation plan. Gavin Smith presented that this is a technology assessment of our current computer system. The total cost of this contract will be \$27,400.00. The contract with R. Dorsey+ is a "fee plus" contract and Rex Huffman suggested discussing the extra fees (lodging, mileage, food) with R. Dorsey+ before proceeding further. After further discussion Melinda Kale made a motion to approve the contract subject, to Rex Huffman's approval of the contract. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-19,** Authorize a contract with R. Dorsey+ Associates for disaster recovery plan. Gavin Smith presented that this is a contract to prepare a business impact analysis for the District. Gavin explained to the Board this contract proposal and what it means for the District in the future. The cost of the plan is \$13,880.00. After some questions and discussion, Melinda Kale made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes with the exception of Phil Shaffer who voted no. **Approved.**

**Resolution 2007-20,** approval to re-advertise for bids for the Rossford pump station emergency repairs, WL #100 area. Bill Barber explained this resolution is to re-bid the contract for the Rossford pump-station improvement work. Melinda Kale made a motion to remove. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-21, Personal Actions.**

Jerry Greiner reviewed the actions as follows:

- A. Approve the completion of the probationary period and pay increase for Mike Stoll, Assistant Engineer, effective February 7, 2007.
- B. Approval to hire Mark Berfield, Sanitary Treatment Maintenance Operator II, Pump Station Crew.
- C. Approval to post position, Sanitary Treatment Maintenance Operator II Package Plant Crew, internally.
- D. Acceptance of the resignation of Eric Jones, Water and Sewer Maintenance Worker II.
- E. Approval to post position, Water and Sewer Maintenance Worker II, internally.
- F. Approval to decrease pay rate for Debra Haubert, due to the expiration of licenses.
- G. Approve the 3% rate increase for all union employees.

Paul Brim made a motion to approve all the above actions. Melinda Kale 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:	February 8, 2007 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	February 22, 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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