

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JANUARY 7, 2010**

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 7, 2010 at 7:30 a.m.

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

John Cheney	Bill Hirzel	Melinda Kale
Alex Molner	Lyle Schulte	Adam Seibert
Phil Shaffer		

Members absent: John Ault, John Current

Others:

Jerry Greiner	Dave Cook	Beth Vannett
Leanne O'Brien	Bill Barber	Stephanie Challender
John Sopko	Mike Stoll	Dan Wickard
Gavin Smith	Erik Blake	Bill Wachter
Kyle Jordan	Pat Gifford	Chris Blake
Jason Bomeli	Neal Materni	Val Megyesi
Pat Swope	Simon Gundy	

Tom Stalter, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman & Newlove

Approval of Minutes

The minutes of the regular meeting held on December 17, 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: Memo from CCAO regarding recovery zone bonds, Article in Toledo Blade regarding Wood County Commissioners budget, E-mail from Brian Benschoter regarding Green Dairy waterline extension, Wood County Economic Development Board of Directors and Membership meeting agenda, Wood County Area Housing Stats, Memo from Diane Huffman regarding deferred assessments, Draft of annual customers meeting agenda, Information on the 2010 Rural Water Association Rally, Program from the Eagle Scout award banquet, TMACOG General Assembly information, System Development Fees for 2009, Yearly farm bureau membership cards, E-mail from Joyce Anagnos regarding Toledo water contracts, and various newspaper articles.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Wood County Township meeting January 8th at the Wood County Jr. Fair Building.
- Office will be closed January 18th for Martin Luther King Day.
- Commissioner Brown will hold his regional water source meeting at the District on January 11th.
- District will be contracting with Wenig farms to farm the Williamsburg-on-the-River property.
- District will contract with Don Limes to farm the Tontogany property for \$85.00 per acre.
- Met with Fletcher Machine December 22nd to discuss water and sewer needs.
- Will get the Ottawa County water study sometime in January.
- Henry County will be contracting with the Village of Florida and the Henry County Auditor for billing and financial reporting for the Village of McClure.
- Steve Spirn and Rex Huffman will be holding training on Ethics and Sexual Harassment.
- Meeting with the Village of Bairdstown January 12th to discuss sewer needs.
- Met with USDA January 5th to discuss potential projects (i.e. West Millgrove, Bairdstown, Custar, Milton Center, and Hoytville).
- Annual Customer meeting will be held March 18th at 7:00 p.m.; regular meeting at 4:00 p.m.
- The JRS waterline is currently under construction.
- Portage-Otterbein has decided not to proceed with waterline extension at this time. With Board approval will offer them 20 year assessment financing to build the line.

Reports of Committees:

Jerry Greiner stated the Extension Committee met on December 29th, minutes were circulated and briefly reviewed.

John Cheney stated the Safety Committee met on December 30th. Mr. Cheney briefly reviewed the minutes with the Board.

Unfinished Business:

None

New Business

At this time, Rex Huffman opened nominations for officers.

Lyle Schulte nominated Alex Molner for President of the Board. Bill Hirzel nominated John Cheney for President of the Board. Bill Hirzel made a motion to close the nominations. Phil Shaffer seconded the motion. Paper ballots were distributed and counted with John

Cheney being elected President of the Board. **John Cheney approved for President of the Board.**

Phil Shaffer nominated Alex Molner for Vice-President of the Board. Lyle Schulte seconded the nomination. Lyle Schulte made a motion to close the nominations. Bill Hirzel seconded motion. A roll call vote was taken to close the nominations and all present voted yes. **Alex Molner approved for Vice-President of the Board.**

Alex Molner nominated John Current for Secretary-Treasurer of the Board. Lyle Schulte seconded the nomination. Phil Shaffer made a motion to close the nominations. Bill Hirzel seconded the motion. A roll call vote was taken to close the nominations and all present voted yes. **John Current approved for Secretary-Treasurer of the Board.**

It was recommended John Ault stay as the District's representative to TMACOG. Lyle Schulte made a motion to elect John Ault as the District's representative to TMACOG. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes.

It was recommended Jerry Greiner stay as the District's representative to the Wood County Economic Development Commission. Lyle Schulte made a motion to elect Jerry Greiner as the District's representative to Economic Development. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes.

John Cheney asked for any objections to keeping the meeting dates and times the same. Lyle Schulte made a motion to keep the meeting times as they currently are; the 2nd and 4th Thursday at 7:30 a.m. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes.

Rex Huffman gave the oath of office to the 2010 officers pursuant to the District's by-law requirement.

Employee Service Awards:

John Cheney recognized eight employees with service time with the District and Wood County. Bill Wachter was recognized for twenty-five years of service. Dan Wickard was recognized for twenty years of service. Skip Amos (even though he was absent), Bill Barber, Chris Blake, Jason Bomeli, Pat Gifford and Kyle Jordan were recognized for five years of service.

Resolution 2010-01, Designation for signing banking documents. This resolution designates those who can sign checks and other banking documents on behalf of the District. 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 2010-02. Amend Resolution 2009-187, Authorize the advertisement for bids for the East Broadway clearwell, WL #100 area. Bill Barber stated this resolution is setting the advertisement dates for January 15th and 22nd with bids opened on February 2nd. The engineer's estimate has also changed to \$1,850,000, he said. Lyle Schulte made a motion to

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

Resolution 2010-03. Authorize the appropriation of utility easements for the Stony Ridge and Lemoyne sanitary sewer project, SS #145. John Sopko stated this resolution is the authorization to appropriate an easement from Robert and Thelma Sibbersen for the Stony Ridge and Lemoyne sanitary sewer project. Alex Molner made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2010-04. Authorize a farm lease agreement for the Williamsburg-on-the-River property. Jerry Greiner stated this resolution is to approve a farm lease agreement with Wenig Farms for \$1.00 to farm the remaining acreage at the Williamsburg-on-the-River property. 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 2010-05. Resolution of Assessments, Andrus Road sanitary sewer extension, SS #121A. Jerry Greiner stated this project affected 2 properties on Andrus Road and their final total assessed amount would be \$12,380.00. Bill Hirzel made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2010-06. Authorize a water treatment plant operating agreement with the Village of Bloomdale. Jerry Greiner stated this was a renewal of the current contract for one year with no changes. Alex Molner made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-07, Personal Actions.

Jerry Greiner reviewed the actions as follows:

1. Approval to extend employment, Anna Berakis, GIS Intern, through April 30, 2010.
2. Approval of classification change for Jarred Meyers from Sanitary Treatment Maintenance Operator I Pump Station Crew to Water and Sewer Maintenance Worker I, effective January 11, 2010.

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

At this time, the Board of Trustees recognized each member of the management staff for their efforts in 2009.

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	January 21, 2010 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	February 4, 2010 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Lyle Schulte made a motion to adjourn. Phil Shaffer seconded the motion. A voice call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John Cheney
President

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