

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JULY 3, 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, July 3, 2008 at 7:30 a.m.

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

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

Members absent: None

Others:

Bill Barber	Mike Stoll	Leanne O'Brien
Dave Cook	Jerry Greiner	Stephanie Challender
Beth Vannett		

Tom Stalter, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman LLC
Andy Brossart, Fifth Third Securities

Approval of Minutes

The minutes of the regular meeting held on June 19, 2008, 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.**

At this time, Jerry Greiner asked the Board for a moment of silence to remember Henry Moyer a former Board member who passed away.

Correspondence

Jerry Greiner presented the correspondence file which was circulated and contained: Agenda for the employees for July 3rd training and cookout, 2008 employee survey report from Dr. Longenecker, 2007 CAFR, Obituary for Henry Moyer, Agenda for the Village of West Millgrove Council Meeting July 1, 2008, Agenda for the Economic Development Board of Directors Meeting held on July 2nd, List of speakers and topics for the speaker's bureau, 2007 City of Bowling Green CCR Report, Draft of plaque honoring past board members, Ontap magazine, Ohio Township News, Copy of letter and draft merger agreement for the City of Rossford, Information for the Toledo Mud Hens employee picnic July 25th, Minutes from the June 18th Safety Committee meeting, Copy of letter to municipalities regarding Board Member vacancy, Article from Bloomberg.com regarding drought in California and the effects on farmers, Invitation for the Chamber Business Day at the Wood County Fair, Weekly Watershed sales, Article regarding basements flooding in Belmont, Letter from Richard

Kerger regarding Belmont Woods Homeowners' Association, Lake Erie West Manufacturing and Construction News, and the June 25th Perrysburg Messenger.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Meet with Rossford on Monday, July 7th.
- Meeting with Ottawa County July 8th to discuss regional water needs.
- Received \$10,000 in CDBG grant money from Sandusky County for the Risingsun Sewer Project's service lines in that county.
- Proposed Northwest Ohio Sanitary Engineer's Meeting July 23rd.
- Northwood council will be here July 8th to tour the facility.
- District will host the village mayor's on July 9th to discuss vacant Board seat.
- Andy Brossart from Fifth Third Securities is in attendance today and will discuss bond market and borrowing for 2008.

Reports of Committees:

At this time Dave Cook gave a brief review of the Finance and Audit Committee meetings held on June 25th. Mr. Cook stated in the Audit Committee the auditors reviewed the audit and found no problems and stated all standards were met. Mr. Cook said the Finance Committee reviewed the May financial statements and reviewed the sewer and water revenues. Mr. Cook stated that during the 2009 budget review close attention will be paid to the water side. The committee also discussed the upcoming retirement of Harold Bechstein and its implications.

Dave Cook introduced Andy Brossart from Fifth Third Securities to the Board. Mr. Brossart explained the current borrowing climate and schedule for the District's proposed financing.

At this time Dave Cook asked the Board to consider both resolution 2008-130 and 2008-131.

Resolution 2008-130, Authorize the issuance of water and sewer Special Assessment Bonds, Series 2008. Mr. Cook stated this resolution is authorizing the issuance of special assessment bonds not to exceed \$4,915,000. He stated the total does include the CSX developer agreement. 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 2008-131, Authorize the issuance and sale of Water Resource Revenue Bonds, Series 2008. Mr. Cook stated this resolution authorizing the issuance of revenue bonds not to exceed \$6,910,000. He stated this resolution does include the repair of 795/Tracy and the short-term borrowing that was done in 2007. Alex Molner made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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

Resolution 2008-111. Amend Resolution 2007-239, Authorize the purchase of five acres and easements for the construction of a wastewater treatment facility, SS #4.3. Jerry Greiner asked that this resolution be tabled. John Current 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 2008-112. Amendment #1, Poggemeyer Design Group, Green Road waterline extension, WL #399A; Cross Creek waterline extension, WL #399B; and Robinson Road waterline extension, WL #399C. Bill Barber stated this amendment is for a decrease of \$48,557.33 for services not performed including construction observation that was performed by District personnel. John Current made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-113. Change order #2, Crestline Paving and Excavating, Inc. Cross Creek Road waterline extension, WL #399B. Bill Barber stated the change order is for a deduction of \$16,660.46 for final quantity adjustments. Mr. Barber stated this will close out of the project. 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 2008-114. Resolution of Assessments, Cross Creek Road waterline extension, WL #399B. Bill Barber stated the original estimated project cost was \$309,936.00 whereas the final cost is \$333,412.10. Mr. Barber stated the individual unit charge will remain the same at \$11,843.00. Bill Hirzel made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-115. Authorize the release of retainage for the Cross Creek Road waterline extension, WL #399B. Bill Barber asked that retainage of \$20,176.89 be release for this project. Bill Hirzel made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-116. Change order #2, Hank's Plumbing and Heating, Inc., Moline-Martin, Taylor and Neill Streets waterline extension, WL #189E. Bill Barber stated this change order is for a deduction of \$4,971.00 for final quantity adjustments. Mr. Barber stated this will close out the project. Lyle Schulte made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-117. Amendment #1, Poggemeyer Design Group, Moline-Martin, Taylor and Neill Streets waterline extension, WL #189E. Bill Barber stated this amendment is for a deduction of \$39,539.38 for construction observation that was performed by District personnel. Bill Hirzel made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-118. Resolution of Assessments, Moline-Martin, Taylor and Neill Streets waterline extension, WL #189E. Bill Barber stated the original project estimate was \$411,000.00 whereas the final project cost is \$244,796.99. Bill Barber stated the original unit charge of \$8,900.00 will be reduced to \$4,770.16. 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 2008-119. Authorize the release of retainage for the Moline-Martin, Taylor and Neill Streets waterline extension, WL #189E. Bill Barber asked that retainage be released in the amount \$7,890.00 to close out the project. Bill Hirzel made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-120. Resolution of Assessments, Bradner Road waterline extension, WL #234D. Bill Barber stated the original project estimate was \$38,874.00 whereas the final project cost is \$45,421.15. Mr. Barber stated the original unit charge will remain the same at \$17,585.00. Melinda Kale made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-121. Authorize the release of retainage for the Bradner Road waterline extension, WL #234D. Bill Hirzel made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Melinda Kale left the meeting.

Resolution 2008-122. Change order #2, Jones and Henry Engineer's Ltd., Tracy Road and Oregon Road trunk sewer replacement, SS #100 area. Bill Barber stated this is a change order for an increase of \$22,000.00 for additional construction engineering and field observation associated with the additional time required by the contractor to complete construction. Mr. Barber stated he will discuss with the contractor regarding reimbursement for this charge due to delays in their construction. Alex Molner made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes with the exception of Bill Hirzel who voted no. **Approved.**

Resolution 2008-123. Change order #1, Gleason Construction Co., Green Road waterline extension, WL #399A. Bill Barber stated this change order is for an increase of \$40,457.50 for the addition of units for an additional 1,785 lineal feet of waterline. Bill Hirzel made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes with the exception of John Current who was absent. **Approved.**

Resolution 2008-124. Amendment #2, Poggemeyer Design Group, Village of Risingsun sanitary sewer project, SS #1901. Tom Stalter stated this amendment is an increase of \$70,182.00 for additional engineering services as required by the contract change orders and the addition of Girton Road to the project and other modifications as requested by the owner. Phil Shaffer made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-125. Review and approval of construction easements for the Village of Risingsun sewer project, SS #1901. Stephanie Challender stated this resolution is to approve a utility easement for Stephen and Rebecca Eiseman for \$374.00. Alex Molner 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 Lyle Schulte who was absent. **Approved.**

Resolution 2008-126. Review and approval of grinder pump easements for the Village of Risingsun sanitary sewer project, SS #1901. Stephanie Challender stated this resolution is to approve two grinder pump easements for Stephen and Rebecca Eiseman and Melva Powers each for \$1.00. Bill Hirzel made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-127. Review and approval of utility easement for the Ford Road force main replacement, SS #400 area. Stephanie Challender stated this resolution is for the approval 4 temporary utility easements for the Village of Risingsun sanitary sewer project. Each easement was obtained for \$1.00. Bill Hirzel made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-128. Appointment of Assessment and Equalization Board members for the Route 64 waterline extension, WL #320E. Stephanie Challender stated the Route 64 waterline extension, WL #320 E is currently in the objection period and an AEB Board will need to be named should any objections be received. Ms. Challender asked that Duane Abke, Mark Adams, and Henry Zaborniak be named to the Board. Lyle Schulte made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-129. Authorize an application with the Ohio Water Development Authority for the Village of Risingsun sanitary sewer project, SS #1901. Dave Cook stated this resolution is to approve an application with OWDA for the Village of Risingsun for the addition of units on Girton Road and broader project scope. 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 2008-132. Personnel Actions.

Jerry Greiner reviewed the following actions:

1. Approval for license pay increase for Michelle Gilford, Sanitary Treatment Maintenance Operator II, effective May 14, 2008.
2. Approval for license pay increase for Tom McGrain, Water and Sewer Maintenance Worker II, effective June 20, 2008.

3. Approval of job classification change for Matt Bockbrader from Water and Sewer Maintenance Worker I to Water and Sewer Maintenance Worker II, effective July 6, 2008.

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

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	July 17, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	August 7, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Lyle Schulte made a motion to adjourn. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

At this time the Board left for a bus tour of northern Wood County to include projects such as Oregon/Tracy, Martin-Moline Rd, Stony Ridge/Lemoyne, etc. No business action was taken during the trip.

Respectfully Submitted,

John Cheney
President

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