

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JUNE 22, 2006**

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, June 22, 2006, at 7:30 a.m.

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

John Ault	Paul Brim	John Current
Joe Molnar	Alex Molner	Terry Murray
Lyle Schulte	Phil Shaffer	

Members absent: John Cheney

Others:

Jerry Greiner	Beth Vannett	Bill Barber
Dave Cook	Valerie Megyesi	Harold Bechstein
Stephanie Challender		

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

Approval of Minutes

The minutes of the regular meeting held on May 25, 2006, and the meeting-of-the-whole on June 8, 2006, were reviewed. Lyle Schulte made a motion to approve. John Current 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: 2005 District CAFR report; Safety committee June meeting cancellation memo; Memo from the union regarding newly elected officers; District May operating report; WC Fair booth sign-up; SDF report through 5/06/2006; TMACOG Factory Farm presentation material from WCCOFF; Perrysburg Messenger Journal articles regarding the Walmart/Route 20 and the Thompson Road/Niederhouse development; Information regarding the 5 Star Support-Employer Support of Guard & Reserve.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- The trustees and staff recently attended a driving tour of various project sites within the county.
- The Chamber of Commerce Day at the WC Fair is on August 2, 2006. A sign-up sheet for participation was circulated.

- Bill Barber and Tom Stalter recently attending meetings with residents in Risingsun and Scott Township to discuss the sewer project.
- Beth Vannett, Dave Cook and Bill Barber recently met with officials in Bloomdale to discuss sanitary sewer accounts.
- Beth Vannett and Dave Cook met with the village of North Baltimore's finance clerk. Also, Dan Wickard, Simon Gundy and Bill Barber met with the village's water and wastewater supervisor.
- The Dominion Energy application is due soon for consideration of the State's JRS program.
- The Annual Planning Meeting is scheduled for July 27, 2006. Upcoming committee meetings will be scheduled soon to prepare for this.
- Perrysburg Township Trustees recently passing the re-zoning change for the Thompson/Niederhouse development.

After presenting the director's report, Jerry Greiner, introduced and welcomed Harold Bechstein, Sanitary Engineering Aide, II, who was in attendance.

Reports of Committees:

None

Unfinished Business:

Resolution 2006-23, Necessity Resolution, East Wooster Street waterline extension, WL #345. Bill Barber recommended this continue to be tabled. **Tabled.**

Resolution 2006-42, Approval of a developer's agreement with Perrysburg One, LLC for Arbors of Perrysburg Development, WL #100C and SS #166B. Bill Barber recommended that this continue to be tabled. **Tabled.**

Resolution 2006-66, Change order #4, Hank's Plumbing and Heating, Inc., Moundview waterline replacement project, WL #232A. Bill Barber stated that the project and punch-list items are almost complete and the retainage will be released soon. He stated that there was a quantity adjustment due to the replacement of a fence near the Great Eastern Mall that provides a barrier to through traffic. The fence is an ODOT-type exact replacement, he stated. There was also pavement striping and top soil which was requested by the city of Northwood, he said, that added to the change order net increase. Terry Murray made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-74, Approval of a contract with Robert Bettinger for the operation of the Nazareth Hall package plant facility. Jerry Greiner recommended that this continue to be tabled. **Tabled.**

New Business

Resolution 2006-87, Change order #1, Buckeye Excavating & Construction, Oregon Road grade separation, WL #144A. Bill Barber stated that due to a delay in obtaining a permit with CSX Transportation, the original contract's dates of completion should be adjusted accordingly. He recommended that the substantial completion date be extended from May 15, 2006 until June 30, 2006 and the final completion date be extended from June 1, 2006 until August 17, 2006. Joe Molnar made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-88, Review and approval of a grinder pump easement for the village of Luckey sanitary sewer system. Bill Barber stated that a grinder pump easement is needed from Gerald & Connie Rutherford for the installation and maintenance of a grinder pump located on their property. Alex Molner made a motion to approve. Joe Molnar seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-89, Authorize a contract with Poggemeyer Design Group for the Custar water vending station and standard WaterShed details. Jerry Greiner stated that the village of Custar qualified for grant money which enables a water vending unit to be constructed in the village. The grant money has been released and the next step is to design the unit, he said. He presented and reviewed a contract for design and professional engineering services from Poggemeyer Design Group. He stated that the District will own and operate the unit once the village dedicates it to the District. He stated that bidding must be administrated by the village because of grant money guidelines. 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 2006-90, Authorize the final release of retainage to Jim Palmer Excavating, Inc. for the East River Road sanitary sewer extension, SS #438A. Jerry Greiner stated that because the project is finished and all punch-list items have been completed, retainage can be released. 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 2006-91, Authorize the appropriation of permanent and temporary utility easements to construct the Tontogany waterline extension, WL #399. Rex Huffman recommended this be tabled. **Tabled.**

Resolution 2006-92, Amendment of Resolution 2006-63, Authorize the appropriation of permanent and temporary utility easements to construct and maintain the Tontogany waterline extension, WL #399. Rex Huffman obtained an appraisal of the property owned by Lester and Debra Chamberlin from an independent appraiser, which included an estimate of damages to the residue of the property. He stated that the owners would not agree to the appraised amount and therefore it is necessary to file an appropriation

action with the court. 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 2006-93, Resolution of Assessments, Woodland Forest sanitary sewer extension, SS #219A. Dave Cook provided a summary of the final cost and assessment breakdown of the project. He stated that any unpaid final assessments, after the thirty-day period expires, will be certified to the Wood County Auditor in September of 2006 to begin collection in 2007. He also stated that the District will pay the costs that exceed the assessed amount to the property owners. Joe Molnar made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-94, Authorization to deposit retainage monies in an escrow account for the Linwood, Kramer, Dirlam & Huffman Roads waterline extension, WL #305A. Jerry Greiner stated that it is necessary to deposit monies in an escrow account pursuant to the terms of the contract with the contractor, Underground Utilities. The monies will be deposited into an interest bearing account with Fifth Third Bank, he stated. Phil Shaffer made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-95, Authorize an easement with the Ohio Power Company on District property on Bays Road and SR 25. Jerry Greiner stated that the Ohio Power Company recently contacted the District requesting an easement to construct and remove a temporary electric transmission which includes poles, wires, cables, etc. on District property. He stated that this work will take approximately 9 months to complete beginning July 1, 2006. Phil Shaffer made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-96, Resolution in support of the State of Ohio's Job Ready Site Grant Application for the Troy Township project. Jerry Greiner stated as part of the application process, an authorization is needed from the Board to apply to participate in the State of Ohio's Job Ready Sites Program, to provide all required documentation in the application, to apply for financial assistance, to comply with the program's guidelines and to commit in providing the required local match investment. Lyle Schulte made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Before continuing with the following resolution, Terry Murray made a motion to go into executive session to discuss personnel items. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes.

Lyle Schulte made a motion to return to regular session. Joe Molnar seconded the motion. A roll vote was taken and all present voted yes

Resolution 2006-86, Personnel Actions

Jerry Greiner reviewed the actions as follows:

- A. Approve the completion of the probationary period for Roger Sarver, Water Quality Technician, I effective June 15, 2006.
- B. Approve the hiring of Patricia Gifford, Sanitary Treatment Maintenance Operator, II subject to the memo prepared by Jerry Greiner, effective June 29, 2006.
- C. Approve the hiring of Neal Materni, Sanitary Engineering Aide, II subject to the letter prepared by Jerry Greiner, effective July 10, 2006.
- D. License pay increases for the following due to the successful passing of their Class I Water Supply Operator license, effective May 31, 2006:
 - a. Kyle Jordan
 - b. Christopher Blake
- E. License pay increases for the following due to the successful passing of their Class II Water Supply Operator license, effective June 2, 2006:
 - a. Christopher Blake
 - b. Roger Sarver
- F. Approve the salary adjustment for Erik Blake, GIS Technician, pursuant to the memo prepared by Jerry Greiner, effective June 18, 2006.
- G. Approve the job description change for the Electronic Technician position and name James Rossow to this position, subject to the memo prepared by Jerry Greiner, effective June 18, 2006.
- H. Approve the office closing/paid holiday for Monday, July 3, 2006, subject to the memo prepared by Jerry Greiner.

Paul Brim moved to approve all of the above listed personnel actions. John Current seconded the motion. A roll call vote was taken with all present voting yes with the exception of Phil Shaffer who voted no. **Approved.**

Other

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	July 13, 2006 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	July 27, 2006 7:30 a.m.	District Operations Facility Regular Meeting

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Regular Board Meeting
June 22, 2006

Adjournment

Phil Shaffer 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

/smc