

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JUNE 28, 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, June 28, 2007 at 7:30 a.m.

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

John Current	Melinda Kale	Alex Molner
Terry Murray	Lyle Schulte	Phil Shaffer
John Ault		

Members absent: Paul Brim, John Cheney

Others:

Jerry Greiner	Dan Wickard	Bill Barber
John Sopko	Mike Stoll	Gavin Smith
Stephanie Challender	Leanne O'Brien	

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

Ray & Gwen Swartz	4870 Libbey Perrysburg, OH
Deborah MacDonald	Affected Parcel Owner (Farm Ground)
Mike Pietrzak	26883 Pemberville Rd, Perrysburg, OH
Don Shamp	3030 Latcha Road, Perrysburg, OH

Approval of Minutes

The minutes of the regular meeting held on June 14, 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.**

At this time, John Ault welcomed residents of Latcha and Pemberville Roads. Bill Barber stated the area of Latcha Road and Pemberville Road is a petitioned area for sanitary sewers. He stated that the Shamp family approached the District for the extension of public sewers on Latcha Rd; the area has since met the 60% requirement for petitions. He stated that this is a petitioned project and is not an ordered area. Gwen Swartz asked why residents hadn't been notified before regarding this project. Bill stated that correspondence had gone out and he would check into why they were not included on the list. Don Shamp stated that he initiated the petition due to a failing septic system. Mike Pietrzak asked if the project would include his property south of Latcha Road. Bill stated that his property would be included, but would stop there; he stated if the line ran any farther a pump station would need to be constructed due to capacity. Deborah MacDonald asked what the cost of a pump station would be if the line was extended. Bill stated that pump stations can run from \$130-\$200k. Gwen Swartz asked if it will be mandatory to hook into the line. Bill stated that the state requires all people to hook into a public line if the home is within 400' of the line. Lyle

Schulte stated the extension committee had reviewed this project and recommends approval of the necessity resolution.

Resolution 2007-108, Necessity Resolution, Latcha and Pemberville Roads sanitary sewer extension, SS #140F. Lyle Schulte made a motion to approve. Terry Murray 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: Sentinel Tribune article on new septic rules, Letter from Five Point Road residents Gary Ehrmin, Robert Lengel and Therese Witt regarding sanitary sewers, Ready Care vs. Ready Works, CORD updated payment list, E-mail regarding CAFR review deadline, Sentinel Picture from Custar WaterShed grand opening, E-mail regarding appropriations request update, Thank-you letter from Oletha Zaborniak for use of the board room, Water Log Summer 2007 magazine, Memo regarding new paycheck format, Elmwood School wastewater plant scope of operations, and the Shelly Findlay Division Aggrezette newsletter.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Paul Brim is doing better and should be back soon. John Cheney is on vacation this week.
- Moline Martin Road area waterline meeting was held on June 18, 2007. Looks like there is some interest in water.
- Risingsun sanitary sewer public meeting was held June 19, 2007.
- Grand opening for the Custar WaterShed was held on June 20, 2007. We have collected \$75.00 in the first 10 days of the unit being up and running.
- The Hoytville pre-construction meeting was held on June 26, 2007. Construction should begin in the next week.
- Dave Cook had heart bypass surgery on June 18, 2007. He is doing well and should be back around July 23, 2007.
- New payroll format will be in effect on June 29, 2007.
- We are still approving Milton Center service line grants. We have approximately 35-40 approved already.
- The next labor management meeting will be held on July 6, 2007 to update the motor vehicle policy and the promotion policy.
- A meeting with the potential JRS buyers will be held on June 29, 2007.
- A meeting was held on June 26, 2007 with the Health Department and Planning Commission on the \$20,000 grant received.
- We will try for early August or September for the management planning meeting.

Reports of Committees:

Jerry Greiner stated that the Safety Committee met on June 27, 2007. The Audit Committee also met on June 21, 2007.

Unfinished Business:

Resolution 2007-72. Review and approval of a revised motor vehicle policy. Jerry Greiner suggested this resolution be tabled. Lyle Schulte made a motion to table. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2007-109. Review and approval of construction easements for the Village of Risingsun sanitary sewer project, SS #1900. John Sopko stated that one easement was received from the Walnut Center in Scott Township for the Risingsun sanitary sewer project. 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 2007-110. Appointment of Equalization Board members for the Village of Risingsun sanitary sewer project, SS #1900. John Sopko stated this resolution is needed to appoint Duane Abke, Mark Adams, and Henry Zaborniak to the Equalization Board for Risingsun. Melinda Kale made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-111. Acceptance and action on bids received for the Locust Street, Walnut Street and Broadway Avenue waterline improvements in the Village of Weston, WL #2312. Bill Barber stated that this replacement is part of the 2007 repair and replacement projects. He proposed the base bid be awarded to H & K Construction. The engineer's estimate for the project is \$199,650.00. The bid for H & K Construction was \$189,968.00. Bill stated that the alternates would not be awarded on this project. 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 2007-112. Authorize the release of retainage of Hank's Plumbing and Heating, Inc. Poe and Liberty Hi Roads waterline extension, WL #317E. Mike Stoll stated that this project is complete and proposed the retainage of \$3100.00 be released to the contractor. 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 2007-113. Review and approval of construction easements for the Main Street Church Martin-Moline Road waterline extension, WL #189D. John Sopko stated the last easement needed for this project has been received from Brandon Davenport. 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 2007-114. Authorize an amendment to the Wholesale Water Supply Contract with the City of Bowling Green. Jerry Greiner stated this resolution is to amend the contract with the City of Bowling Green to serve the Village of Hoytville for water. 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 2007-115. Authorize an amendment to the City of Northwood storm water billing agreement. Jerry Greiner stated this is a change to the existing contract due to the change from quarterly to monthly billing. The amendment states a charge of \$.33 per bill per month for storm water. Melinda Kale made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-116. Authorize the purchase of land for the pump station for the Village of Milton Center sanitary sewer project, SS #1102. John Sopko stated this resolution is for the purchase of land from Mark and Nanci Barber for \$1,000. 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 2007-117. Review and approval of easements for the Village of Milton Center sanitary sewer project, SS #1102. John Sopko stated this is for an easement needed from Mark and Nanci Barber in Milton Center. The cost of the easement is \$500.00. Phil Shaffer made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-118. Declare surplus vehicles for sale via internet auction. Jerry Greiner stated that three unneeded vehicles can be sold via GovDeals internet auction. 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 2007-119. Change order #1, R. Dorsey+Associates, for disaster recovery planning. Gavin Smith stated this was a change order to increase the existing contract with R. Dorsey for an additional \$6148.00 to prepare a disaster recovery plan for the District. Terry Murray asked if we needed to use R. Dorsey or if another company would be more suited. Gavin stated that since R. Dorsey is familiar already with the District and its operations they would be most suited for the project. Lyle Schulte made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-120. Change order #2, Hank's Plumbing and Heating, Inc. for WL #100 area transmission main replacement. Bill Barber stated that this change order is for an additional \$2,980.99 for extra tapping sleeve and valve due to Owens CC connection to waterline and extra 12" directional bore installed. Alex Molner made a motion to approve. 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 12 2007 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	July 26, 2007 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

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

Respectfully Submitted,

John Current
Secretary/Treasurer

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