

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, JUNE 4, 2009**

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 4, 2009 at 7:30 a.m.

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

John Cheney
Melinda Kale
Adam Seibert

John Current
Alex Molner

Bill Hirzel
Lyle Schulte

Members absent: John Ault and Phil Shaffer

Others:

Jerry Greiner
Bill Barber

Dave Cook
Mike Stoll

Beth Vannett
Valerie Megyesi

Clint Wells, Poggemeyer Design Group
Rex Huffman, Spitler, Huffman LLP

Approval of Minutes

The minutes of the regular meeting held on May 21, 2009, were reviewed. Lyle Schulte made a motion to approve. Melinda Kale 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: Certificate from the Department of Defense stating the District is a Patriotic Employer; the June 1 meeting agenda from the County Sanitary Engineers Association; the TMACOG Environmental Council agenda; TMACOG newsletter regarding ODOT projects funded by the federal economic stimulus plan; copy of City of Toledo's Council agenda for June 9 which lists the District's request to amend our water and sewer contracts; notice of a meeting being held by Randy Gardner and Tim Brown on rate increases; Heritage Days sign up sheet; Halligan sewer back up legal notices; letter from Rob Armstrong on behalf of the Cherry Knoll Condominium Association regarding a claim for a sewer back up.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- A CDBG hearing was held to review the applications received for funding of projects. The Wood County Planning Commission received \$30,000 for last chance sewer taps, and the Village of Hoytville received funds for manhole repairs in the village. The District is the matching funds for the Hoytville project.
- The phone system at the District will be switched to an auto attendant system. This can be done with the current system in place.
- He and Bill Barber attended the County Sanitary Engineer's meeting this week.
- Equalization Board Hearings were held with residents of the Stony Ridge and Lemoyne project who objected to their unit charge calculations. Their recommendations will be shared with the Board on June 18.
- He met with the Board of County Commissioners regarding development around the new CSX facility in Henry Township. We are applying to the Economic Development Administration (EDA) for a grant to study the Route 18 corridor for water and sewer needs, as well as a request for a traffic study.
- The Wood County Economic Development Commission members met with the City of Toledo mayoral candidates. They discussed regional issues.
- The Ohio Rural Water Association is hosting 2 training sessions at the District offices. June 10 is training on small system operations and the June 11 training is for water tank maintenance.
- The Ohio Rural Water Association summer meeting will be held on July 16 at Put-in-Bay.
- We have sent a newsletter to the Hoytville residents sharing information regarding the village joining the District. We also met with Paul and Edna Johnson from the village to discuss operational and billing issues.
- He called the Arcadis representative working on the IPA facility, and there is no new update on the project.
- Reminded several of the Board members of their need to attend the August 3rd training session on the public records law. (NOTE: Beth Vannett will be attending this and representing these Board members.)

Melinda Kale asked for an update on the Hoytville water project restoration. Mr. Greiner stated the District will probably receive the village's retainage funds being held for this purpose. The District will then do, or contract to do, the final restoration and landscaping along the route of the project.

Alex Molner asked for an update regarding the Village of McClure. Rex Huffman reported the Village intends to join the Henry County Water and Sewer District. Discussions are ongoing between Henry County officials and the Village, he says.

Reports of Committees:

John Cheney reported the Safety Committee met on May 27, 2009. There was one minor accident involving a mirror on a vehicle. The District received a 2009 Safety Council Award. Discussion was held regarding the training schedule. Mr. Cheney asked about marking our fire hydrants to denote the District's ownership, perhaps a tag or painted logo could be used it was suggested.

Unfinished Business:

Resolution 2009-32. Approval of an intergovernmental agreement with the Board of County Commissioners for the Landfill sanitary sewer line extension, SS #610. Jerry Greiner asked that this resolution be tabled. The County Administrator has indicated the developer agreement is currently being reviewed by the Wood County Prosecutor's Office. Lyle Schulte made a motion to table. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2009-80. Resolution of Assessments, Route 64 waterline extension, WL #320E. Bill Barber reported this project was completed last fall and the taps have occurred. The contractor has completed their restoration work this spring and all issues have been resolved. The recommendation is to reduce the final unit charge assessment from \$13,852.00 to \$11,763.22 per home. Alex Molner made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-81. Authorize the release of retainage to Speer Brothers for the Route 64 waterline extension, WL #320E. As previously reported, all issues have been resolved by the contractor and the retainage monies can be released. 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 2009-82. Accept the application from the Village of Hoytville to become a member of the District. Jerry Greiner reported the village had passed their resolution to join the District. The District is assuming operations and billing responsibilities effective June 1, 2009. Alex Molner made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2009-83. Personnel Actions.

Jerry Greiner reviewed the actions as follows:

1. License pay increase for Tim Wilkins for a Class I Wastewater Operator license, effective May 13, 2009.
2. License pay increase for Michelle Gilford for a Class II Wastewater Operator license, effective May 13, 2009.
3. Promotion of Shawn Dierksheide from a Water and Sewer Maintenance Worker I to a Water and Sewer Maintenance Worker II, effective June 8, 2009.
4. The probationary period for Mark Davis will be complete on June 17, 2009. Recommend he be considered a full-time, regular employee of the District.
5. Reassignment of Tom McGrain, Water and Sewer Maintenance Worker II to a Water and Sewer Maintenance Worker I, effective May 18, 2009.
6. Approval of a Utility Worker job description.
7. Reassignment of Tom McGrain from a Water and Sewer Maintenance Worker I to the Utility Worker position, effective June 4, 2009.

Alex Molner made a motion to approve all of the personnel actions listed above. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Other

Jerry Greiner reported the Board's annual planning meeting will be held Wednesday, July 29, 2009, at 7:30 a.m. The management staff will meet in late June or early July.

Dave Cook reported the pricing of the bond issues for the one year period (approved by the Board at the last meeting) was completed. We initially had no buyers the first day, but the issues were placed in subsequent days. The interest rate is 3.82%, which is slightly higher than anticipated. He felt this was caused by economic concerns for those in the Detroit and Toledo areas.

Regular Meeting Dates

Regular Meeting:	June 18, 2009 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	July 2, 2009 7:30 a.m.	District Operations Facility Regular Meeting
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Receipt of Other Comments

None

Executive Session

None

Adjournment

Bill Hirzel made a motion to adjourn. Adam Seibert 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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