

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, JUNE 5, 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, June 5, 2008 at 7:30 a.m.

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

|              |              |             |
|--------------|--------------|-------------|
| John Ault    | Paul Brim    | John Cheney |
| Bill Hirzel  | Melinda Kale | Alex Molner |
| Lyle Schulte | Phil Shaffer |             |

Members absent: John Current

Others:

|                |                 |              |
|----------------|-----------------|--------------|
| Bill Barber    | Mike Stoll      | Dan Wickard  |
| Dave Cook      | Valerie Megyesi | Beth Vannett |
| Leanne O'Brien | Jerry Greiner   | Chris Blake  |

Clint Wells, Poggemeyer Design Group  
Rex Huffman, Spitler, Huffman LLC  
Penny Getz, Middleton Township Trustee  
Jim Bradley, ODOT  
David Moon 22114 Haskins Rd, Bowling Green

**Approval of Minutes**

The minutes of the regular meeting held on May 15, 2008, were reviewed. Lyle Schulte made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, President Cheney asked to vary from the agenda to hear input from the guests present.

At this time, Bill Barber presented to the Board an overview and timeline for the St. Rt. 64 and King Road waterline project. Mr. Barber stated the resolution of necessity will be coming before the Board today, and stated he has received sign-off from the City of Bowling Green for extension of the line.

Jim Bradley from ODOT explained their portion of the project which is the replacement of the current storm tile at this intersection. He said bids were opened yesterday and expects the project to be started by June 14<sup>th</sup>. Mr. Bradley also explained that the culvert could not be repaired until the waterline connection is relocated outside their right-of-way area.

Penny Getz, Middleton Township trustee stated the project cannot be done soon enough; the detour of traffic is a major burden on the township roads causing multiple safety problems and undue traffic on the alternate routes.

David Moon stated he owns 2 homes on St. Rt. 64 and understood the tentative assessment was for approximately \$13,000 per home and feels the costs is a "little hard to swallow" for a service he already has.

Bill Barber said each parcel benefiting is assessed for the project and the tentative assessment the owner received is only an estimate of the cost. He stated the cost could be reduced by the end of the project based on the actual construction costs.

David Moon asked if this cost was assessed on the property taxes.

Bill Barber stated the owner has 2 options to pay: either in cash (within the 30 day period) or to have the cost assessed to the property taxes over a 20-year period with interest.

Dave Cook stated that the interest rate on a bond for this project would likely be a little over 4%.

Bill Barber explained that the tentative assessment will be mailed with no benefiting front footage being charged, only a unit assessment. Mr. Barber also explained that the 20 year bond could be paid down earlier with the addition of more users.

At this time the Board considered **Resolution 2008-91**, Resolution of Necessity, Route 64 waterline extension, WL #320E. Phil Shaffer made a motion to approve. Lyle Schulte 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: Booth sign-up for the Wood County Heritage Days, Wood County Commissioner's resolution for CDBG Water and Sewer Competitive Grant for Wood County, E-mail from Tom Stalter regarding Williamsburg WWTP, Copy of the May 22<sup>nd</sup> Safety Committee minutes, 2008 Bond schedule, Due diligence activities for the JRS certification project, Invitation for the Chamber Investor Business Day at the Wood County Fair, Weekly WaterShed revenues, TMACOG newsletter, Letter from the Board of Commissioners regarding the debt retirement reserve funds, Letter from the City of Bowling Green regarding an increase in sludge fees, Letter from the City of Toledo regarding contract areas, Article regarding Workers shifting to 4-day weeks to save on gasoline costs, Spreadsheet listing the District's biggest users, TMACOG 208 area, Article regarding being an effective trustee, Newsletter from Workplace Resources, Poggemeyer Design Group Newsletter, The Great Lakes RCAP Connection spring newsletter, Agenda for Dr. Longenecker's employee satisfaction visit, Letter from USDA to the Village of Hoytville regarding pre-closing and closing schedule for Rural Development Loan, Wood County area housing stats, Article in the Toledo Blade regarding the St. Rt. 64 sinkhole, and an E-mail regarding the Spirit of Wood County Award winners.

### **Report by Executive Director and Other Officials**

Jerry Greiner reported:

- Planning Meeting scheduled for week of July 7<sup>th</sup> or 13<sup>th</sup>.
- Considering a northern bus tour after the July 3<sup>rd</sup> meeting with a cook-out with the employees afterwards.
- The second appraisal for the Martin property in Williamsburg came back yesterday. Jerry will be in contact with Ms. Martin yet this week.
- Stony Ridge is eligible for \$500K block grant for sanitary sewers with a county hearing on June 17<sup>th</sup>.
- Still in discussions with Rossford, the city believes it may be in their best interest to join the District.
- Northwood meeting June 12<sup>th</sup> to discuss addition of Homecraft subdivision to the District.
- Trying for a commitment from Dominion Energy for the JRS site by June 15<sup>th</sup>.
- Dr. Clinton Longenecker met with employees for the annual employee satisfaction survey on May 27<sup>th</sup>.
- North Baltimore would like to discuss serving the CSX facility with water.
- Risingsun sanitary sewer project is wrapping up.
- The owner of Fletcher machine is interested in water to his facility on St. Rt. 6 and also to a proposed church on the corner of ST. RT. 235 and Rt. 6.

### **Reports of Committees:**

Bill Barber gave an overview of the Extension Committee meeting that was held on May 29<sup>th</sup>. Mr. Barber stated that on the water side the ST. RT. 64 project was discussed along with the completion of the Cross Creek/Liberty Hi Rd. waterline. They also discussed the East Broadway generator, change orders on Cross Creek and more waivers that were received for the Moline-Martin waterline project. On the sewer side, Mr. Barber stated that Latcha/Pemberville project close-out was discussed along with the Risingsun project and a request from owners on Girton Road for sewer service.

John Cheney stated the Safety Committee met on May 22<sup>nd</sup>. Mr. Cheney stated he felt the committee is making good progress and there has been more involvement from the committee. He stated there were some concerns expressed in the meeting over fall arresters and netting over the wet wells, but are currently being addressed.

### **Unfinished Business:**

**Resolution 2008-19**, Void Resolution 2004-122, approval of an interagency agreement with the Village of Hoytville. Bill Barber asked that this resolution be tabled. John Ault made a motion to table. Lyle Schulte 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. Bill Barber asked that this resolution be tabled. John Ault made a

motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2008-83**, Amendment #1, Expenditure Appropriations for Fiscal Year 2008. Dave Cook stated this resolution is an amendment to the 2008 budget for the purchase of a sewer line camera, software and laptop for the operations department. Mr. Cook stated the total cost for the camera and related items is \$80,753.25 and was not included in the original 2008 budget, but since all the vehicles have been purchased for this year with some considerable savings along with operations foregoing a rain telemetry system this year only \$11,000.00 will need to be added to the 2008 budget. Alex Molner made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **New Business**

**Resolution 2008-92.** Change order #1, Buckeye Excavating, Inc. Chantilly Rue waterline replacement, WL #218. Bill Barber stated this change order is an increase of \$836.00 for a longer bore due to an existing utility conflict. Paul Brim made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-93.** Change order #1, E.R. Zeiler Excavating, Inc. Bradner Road waterline extension, WL #234D. Bill Barber stated this change order is for an additional time extension. Mr. Barber stated this change is for an additional 15 days. 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 2008-94.** Change order #2B, B. Hill's Excavating, Inc. Village of Risingsun sanitary sewer project, SS #1901. Bill Barber stated this change order is an increase of \$12,830.00 for additional fencing and stone to provide access for Toledo Edison to the power transformer at the plant and for the addition of a temperature probe to effluent tank. Phil Shaffer made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-95.** Change order #1, Hank's Plumbing and Heating, Inc., Moline-Martin, Taylor and Neill Streets waterline extension, WL #189E. Bill Barber stated this change order was for an increase of \$18,875.88 for additional hydrants and valves added after bidding; and an additional footage on the project due to a waiver received from a homeowner. Melinda Kale made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-96.** Change order #1, Crestline Paving & Excavating, Inc. Cross Creek Road waterline extension, WL #399B. Bill Barber stated this change order is an increase of \$7,593.07 for encountering unknown utilities and a relocation of the line per Washington Township request. 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 2008-97.** Acceptance and action on bids received for the Scheider Road waterline extension, WL #455. Bill Barber stated this resolution is for the award of bid for the Scheider Rd waterline extension. Mr. Barber recommended that the base bid be awarded to Ohio Excavating for \$193,925.25. Mr. Barber stated the engineer's estimate on this project was \$213,730.00. 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 2008-98.** Acceptance and action on bids received for the Ford Road force main replacement, SS #400 area. Bill Barber stated this resolution is for the award of the base bid for the Ford Road force main replacement. Mr. Barber recommended that the bid be awarded to Gleason Construction for \$889,036.00. The engineer's estimate for the project was \$1,118,000.00. 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 2008-99.** Award a contract for insurance service for the District. Dave Cook stated this resolution is to approve an insurance contract for the District effective June 1st. Mr. Cook stated he received 4 different quotes and recommends the contract be awarded to Brooks Insurance. Mr. Cook stated this contract will be a three year contract at a premium of \$63,699.00 per year. 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 2008-100, Personnel Actions.**

Jerry Greiner reviewed the following actions:

1. Approval for license pay increase for Claud Barringer, Dispatcher/Inventory Clerk I, effective May 27, 2008.
2. Approval for license pay increase for Michelle Gilford, Sanitary Treatment Maintenance Operator II, effective May 27, 2008.
3. Approval for license pay increase for Tom McGrain, Water and Sewer Maintenance Worker II, effective May 27, 2008.
4. Approval for license pay increase for Eric Smarr, Water and Sewer Maintenance Worker II, effective May 27, 2008.
5. Approval for license pay increase for Stace Dibling, Water and Sewer Maintenance Worker II, effective May 27, 2008.
6. Approval of job classification change for Robert Barnett from Sanitary Treatment Maintenance Operator I Pump station Crew to Sanitary Treatment Maintenance Operator I Jet Truck Crew, effective June 2, 2008.

Melinda Kale made a motion to approve the above actions. Paul Brim 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: | June 19, 2008<br>7:30 a.m. | District Operations Facility<br>Regular Meeting |
|------------------|----------------------------|---|

|                  |                           |   |
|------------------|---------------------------|---|
| Regular Meeting: | July 3, 2008<br>7:30 a.m. | District Operations Facility<br>Regular Meeting |
|------------------|---------------------------|---|

**Adjournment**

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

Respectfully Submitted,

John Cheney  
President

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