

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MARCH 22, 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, March 22, 2007 at 7:30 a.m.

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

Paul Brim	John Cheney	John Current
Melinda Kale	Alex Molner	Terry Murray
Lyle Schulte	John Ault	

Members absent: Phil Shaffer

Others:

Jerry Greiner	Dave Cook	Bill Barber
Val Megyesi	Mike Stoll	John Sopko
Donna Laibe	Leanne O'Brien	Gavin Smith

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

Approval of Minutes

The minutes of the regular meeting held on March 8, 2007 were reviewed. John Cheney 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: Roster of the founding Board of Directors of CORD, Article in the Business Advantage newspaper regarding the JRS grant, TMACOG 2007-2035 Transportation Plan, Nomination form for the Spirit of Wood County Award, Article from Toledo Blade regarding Lucas County water and sewer rate increases, Ad in Sentinel Tribune regarding bulk water stations, Brochures for the Perrysburg and Custar WaterSheds, WaterShed weekly revenues, and an article in the Perrysburg Messenger regarding the annual customer meeting.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- The CORD group met for the second time on March 16th. They will be planning an annual meeting in September.
- An interest meeting was held on March 14th for residents on Klopfenstein Rd for water. There looks to be good support for the waterline and will be referred to the extension committee sometime in April.

- Significant infiltration of storm water was found in Belmont Lakes. The District is working with the county and Belmont's association to rectify this situation. This removal of the pond's overflow has led to significant I & I credits.
- Meeting with Rossford was held March 19th to discuss emergency repairs to Oregon and Tracy trunk sewers.
- A list of master PR events has been created. Looking for any input from the Board regarding what events to attend and possibly what City or Village Chamber of Commerce we should join.
- IT consultants have completed the first round of interviews. They will be back in April for the second round. Would like to have feedback and involvement from the Board on the District's future IT needs and capabilities.
- The owner of the Watermill has been back in contact and is willing to re-negotiate the District's original offer. At this point the Board felt no need to change our original offer.
- Bill Barber reported to the Board that the Poe and Liberty Hi Roads, Owens/Biniker/Tracy, and the Cuckle Creek Gypsy Lane Roads projects have all begun construction.
- Bill Barber also reported that he is seeing an increase in developer agreements especially in the commercial area.
- John Cheney asked for an explanation of how the new development in the Crossroads area would affect us financially. Jerry Greiner stated that the District receives 60% of our O/M revenues from these users.

Reports of Committees:

The Committee of the Whole met on March 14, 2007 to drive the proposed JRS route.

The Committee of the Whole met on March 15, 2007 to discuss the scope of the JRS project.

The Finance Committee met on March 15, 2007. John Cheney reported that there were several Northwood customers and Walbridge officials in attendance to discuss the move from quarterly to monthly billing. He felt the customers were upset with the fact that they received four increases simultaneously between Oregon rate and District's O/M increases. He also questioned the minimum usage charge for customers. Dave Cook suggested we review the minimum usage charge this year as part of the overall rate study analysis. Conversation followed between the Board members on the merits of quarterly and monthly billing. Cheney suggested the District do a comprehensive rate study this year. The Finance committee spoke extensively on the rate policy and recommended to the Board to go forward with the monthly billing and not make any changes to the policy until the rate study is done.

Unfinished Business:

Resolution 2007-31, Approval to advertise for bids for the emergency sewer work on the Tracy Road and Oregon Road trunk sewers, SS #100 area. Jerry Greiner suggested this

resolution be tabled. John Cheney made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-42. Authorize the purchase of land for the Williamsburg-on-the-River wastewater treatment plant, SS #4. Jerry Greiner suggested this resolution be tabled. John Cheney made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-46. Authorize the issuance of revenue notes for the Tracy Road and Oregon Road trunk sewers, SS #100 area. Jerry Greiner suggested this resolution be tabled. John Cheney made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2007-48. Review and approval of utility easements for the Village of Milton Center sanitary sewer project, SS #1102. John Sopko said that 5 of the 6 easements needed for this project have been received and even though its not our project, we will be the ultimate owner. 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 2007-49. Review and approval of utility easement for the Poe and Liberty Hi Roads waterline extension, WL #317E. Mike Stoll stated that the last easement needed for the Poe and Liberty Hi Roads waterline extension has been received from Thomas and Judy Kisselle. Paul Brim made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-50. Review and approval of the CSX Transportation pipeline crossing agreement for the WL #100 transmission main replacement project. Bill Barber said that an agreement was needed with CSX for the Owens/Biniker/Tracy project. This resolution is authorizing the executive director to sign the agreement on behalf of the District. Lyle Schulte made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-51. Amend the fees and charges schedule for services rendered by the District. Jerry Greiner presented to the Board the revised fees and charges schedule. Changes would be effective June 1, 2007. John Cheney made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-52. Amend the equipment usage charges for services rendered by the District. Jerry Greiner presented to the Board the equipment and usage charges for services rendered by the District. The changes would be effective June 1, 2007. Terry Murray made a motion to approve. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-53. Review and action on the Experience Works Agreement. Jerry Greiner presented the Experience Works Agreement to the Board. Richard Rowold has started at the District and is working approximately 20± hours per week. This is a federal program and the District has no requirements to hire him once the training occurs. John Current made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-54. Review and action on the State of Ohio, Department of Development grant agreement for the Job Ready Sites Program. Jerry Greiner said the JRS grant agreement was received and is ready to be executed. John Cheney suggested the District not sign until we resolve the funding plan. Dave Cook agreed and said if the contract was executed and money was drawn, the money would need to be paid back if the project does not go forward. Rex Huffman and Dave Cook suggested the resolution be tabled. Lyle Schulte made a motion to table. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-55, Personnel Actions

Jerry Greiner reviewed the following actions:

1. Approve the completion of the probationary period for Chris Blake, Water Quality Technician, I, effective March 31, 2007
2. Approval to hire Eric Radabaugh, summer maintenance, effective approximately May 1st until August 31, 2007.
3. Approval to hire Brandon Radabaugh, summer maintenance, effective approximately May 1st until August 31, 2007.

John Cheney 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:	April 12, 2007 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	April 26, 2007 7:30 a.m.	District Operations Facility Regular Meeting

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Regular Board Meeting
March 22, 2007
Adjournment

Lyle Schulte made a motion to adjourn. Terry Murray 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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