

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MARCH 6, 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, March 6, 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
John Current	Bill Hirzel	Melinda Kale
Alex Molner	Lyle Schulte	Phil Shaffer

Members absent: None

Others:

Jerry Greiner	Val Megyesi	Bill Barber
Beth Vannett	Mike Stoll	John Sopko
Leanne O'Brien	Dan Wickard	Stephanie Challender

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

Approval of Minutes

The minutes of the regular meeting held on February 21, 2008, were reviewed. John Cheney recommended one change to the new business section. Mr. Cheney asked to insert "with water purchased from the City of Bowling Green" to Mr. Brown's comments regarding the JRS project. Lyle Schulte made a motion to approve with the changes. 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: Article regarding dairy farms receiving grants toward anaerobic digestion. The North Baltimore News, CCAO Newsletter, Birthday listing for March, Business card from Perrysburg engineer Stephen Herwat, Memo regarding 2008 ORWA Conference and Exposition, OnTap magazine, March 4th City of Perrysburg City Council agenda, Memo from the Department of the Army regarding training for Michelle Gilford March 3-7, 2008, Financial statement review through December 31, 2007, March billing calendar, Perrysburg Messenger newspaper, Letter from Michael Dansack attorney for Kevin Halligan regarding claim made for sewer back-up, Weekly WaterShed revenues, E-mail from Jack Jones at Poggemeyer regarding regional water treatment plant, Radio draft ad for WFOB, Program from the National Engineer's banquet, and the signup sheet for the March 19th Wood County Economic Development Meeting.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- The Annual Customer Meeting will be held on March 27th with the Board meeting at 4:00 and the Customer Meeting starting at 7:00.
- John Sopko received the annual OSHA safety report. The District had no lost days for injuries.
- The auditors will be here in early April.
- Milton Center sewer and the Latcha/Pemberville sewer project is near completion.
- Jerry Greiner and Bill Barber met with the Rossford Compass Group to discuss future development and sewer capacity.
- The existing Delafoil building in Perrysburg has been sold.
- The City of Perrysburg has showed interest in assisting with the Five Point Road waterline.
- Grand Rapids to send a proposal for residents in the Washington Township area for water service.
- Still working on the master meter contract with the City of Fostoria.
- On April 1, Harold Bechstein will celebrate his 30th year.
- Appraisal has been received for the 10 acres of land owned by Penny Getz behind the District.
- CSX will have internal meeting to discuss water and sewer. They will probably come to the District for a waterline extension, may need a water tower.
- Propose the next Extension Committee meeting be held on March 13th.
- There are about 70 homes in Hoytville currently tapped into the waterline
- The Village of Risingsun project is about 1/3 to 1/2 complete.
- Still in discussions with Donna Martin for the purchase of land for the Williamsburg-on-the-River WWTP.
- Received the appraisal for land in Stony Ridge for the water tower for the JRS project. Jerry will get with Mr. Jacobs the owner to discuss a selling price.

Reports of Committees:

None

Unfinished Business:

Resolution 2008-19, Void Resolution 2004-122, approval of an interagency agreement with the Village of Hoytville. Jerry Greiner asked that this resolution be tabled. Phil Shaffer made a motion to table. John Ault 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. Jerry Greiner asked that this resolution be tabled. Phil Shaffer made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled**.

New Business

Resolution 2008-44. Receipt and action on bids received for the Green Road waterline extension, WL #399A; Cross Creek Road waterline extension, WL #399B; and Robinson Road waterline extension, WL #399C. Bill Barber stated all three projects were bid together to try and receive more favorable bids, however he recommended each project be awarded to a different contractor based on the bids received. Mr. Barber recommended the Green Road waterline WL #399A be awarded to Gleason Construction for \$214,524.00. Mr. Barber recommended the Cross Creek waterline project WL #399B be awarded to Crestline Paving for \$279,742.00 and the Robinson Road waterline WL #399C be awarded to Buckeye Excavating for \$58,984.00. During the discussion of this resolution Tom Stalter received a phone call from Buckeye Excavating indicating they were no longer interested in the WL #399C project and wished to withdraw their bid. After some discussion it was recommended that the second lowest bidder (Gleason Construction) be awarded the Robinson Road waterline project WL #399C for \$65,142.00. 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 2008-45. Review and approval of utility easements for the Green Road waterline extension, WL #399A. John Sopko stated this resolution was for the approval of 5 easements received. Mr. Sopko stated 1 easement was obtained from Glasgo-Mackey Farms for \$1.00. Mr. Sopko also stated that 4 easements were obtained from John Schutzberg, 3 for \$1.00 each and 1 for \$1,347.00. Mr. Sopko stated that Mr. Schutzberg was willing to grant the easement to the District for \$1350.00 the cost of a water tap. Alex Molner asked if the other property owners on the project would have to share the cost of this easement and if there were other alternatives. John Sopko stated the cost of obtaining easements are included in the project costs and shared among the property owners. Mr. Sopko also stated the waterline could be moved to the other side of the road, but the District would incur additional road bore costs of \$20,000 due to ODOT not allowing the line to be installed in the road right-of-way. After much discussion, Phil Shaffer made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes with the exception of Alex Molner who voted no. **Approved.**

Resolution 2008-46. Review and approval of utility easement for the Cross Creek Road waterline extension, WL #399B. John Sopko stated an easement was obtained from Jerry and Michelle Asmus for \$2700.00. After some discussion, Lyle Schulte made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes with the exception of Alex Molner who voted no. **Approved.**

Resolution 2008-47. Review and approval of utility easements for the Village of Risingsun sewer project, SS #1901. John Sopko stated the last easement required for the SS #1901 project has been obtained from Larry and Virginia Bennett for \$300.00. Bill Hirzel made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes with the exception of Alex Molner who voted no. **Approved.**

Resolution 2008-48. Review and approval of grinder pump easements for the Village of Risingsun sanitary sewer project, SS #1901. Stephanie Challender stated a grinder pump easement had been obtained from Larry and Virginia Bennett for \$1.00. 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 2008-49. Review and approval of a grinder pump easement for the SR 25 sanitary sewer extension, SS #609. Stephanie Challender stated a grinder pump easement had been obtained from Midway Realty (Midway Animal Hospital) for \$1.00. Ms. Challender stated Midway Animal Hospital requested to tie in to the existing sewer line on St. Rt. 25. John Ault made a motion to approve. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-50. Change order #1, Mandell Road pump station replacement, SS #400 area. Bill Barber stated this change order was an increase of \$920.00 for an additional support bracket for discharge piping to decrease vibration. 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 2008-51. Review and approval of the CSX Transportation pipeline crossing agreement for the Ford Road pump station improvements, SS #400 area. Bill Barber stated this resolution is to approve and agreement with CSX for the Ford Road pump station replacement. Mr. Barber stated this agreement is needed in order to install the pipe in the railroad's right-of-way. John Cheney asked what the cost of the agreement was. Clint Wells of Poggemeyer stated the cost of the permit is \$4750.00. Lyle Schulte made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-52. Authorize a contract with Quality Control Inspection, Inc. for inspection services. Mike Stoll stated this resolution is needed to approved a contract with QCI for inspection services. Mr. Stoll stated that QCI is used when the District inspectors are not available or on other projects. 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 2008-53. Review and action on a revised Policy Governing the Extension and Control of Water Services and Sewer Connections. Jerry Greiner asked that this resolution be tabled. Melinda Kale made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-54. Amend the fees and charges schedule for services rendered by the District. Jerry Greiner asked that this resolution be tabled. Melinda Kale made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-55. Amend the equipment usage charges for services rendered by the District. Jerry Greiner asked that this resolution be tabled. Melinda Kale made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-56, Personnel Actions.

Jerry Greiner reviewed the actions as follows:

1. Approval to hire Anna Berakis, GIS/GPS Intern effective May 12, 2008.
2. Approval for the job classification/rate change of Bryan Martikan, from Water and Sewer Maintenance Worker I, to Sanitary Treatment Maintenance Operator II.
3. Approval to post vacant Water and Sewer Maintenance Worker I position.
4. Approval to hire Brandon Radabaugh, summer maintenance, effective approximately May 1st until August 31, 2008
5. Approval to hire Eric Radabaugh, summer maintenance, effective approximately May 1st until August 31, 2008.
6. Approval to post new Sanitary Sewer Maintenance operator I position.

Phil Shaffer made a motion to approve the above items. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes with the exception of John Cheney who voted no. **Approved.**

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	March 27 2008 4:00 p.m.	District Operations Facility Regular Meeting
------------------	----------------------------	---

Regular Meeting:	April 3, 2008 7:30 a.m.	District Operations Facility Regular Meeting
------------------	----------------------------	---

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

/lob