

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MARCH 9, 2006**

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 9, 2006, at 4:00 p.m.

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

John Ault	John Cheney	John Current
Joseph Molnar	Alex Molner	Terry Murray
Lyle Schulte	Phillip Shaffer	

Members absent: Paul Brim

Others:

Jerry Greiner	Beth Vannett	Bill Barber
Dave Cook	Larry Brown	Valerie Megyesi
Stephanie Challender	Dan Wickard	Mike Curtis
Eric Jones	Eric Smarr	Ted Bennett
Mark Berfield	Evelyn Current	

Rex Huffman, Spitler, Huffman, Yoon & Newlove
Tom Stalter, Poggemeyer Design Group

Approval of Minutes

The minutes of the regular meeting held February 23, 2006, were reviewed. Lyle Schulte made a motion to approve. Phil Shaffer seconded the motion. A roll vote was taken and all present voted yes. **Approved.**

Correspondence

Mr. Greiner presented the correspondence file which was circulated and contained: Township Trustee Dinner notice of 3/30/06; Weston newsletter; TMACOG committee information; TMACOG Day on 3/18/06; nomination form for the Spirit of Wood County Award; notice for the Wood County Economic Dinner on 3/22/06.

Before presenting the Director's report, Jerry Greiner introduced new District employees, Eric Jones, Eric Smarr and Mark Berfield, as well as an existing employee, Mike Curtis, who were in attendance.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- 3/22/06 Wood Economic Dinner reservations are needed as soon as possible.

- The annual customer meeting is scheduled for tonight at 7 p.m.
- Bill Barber and he recently met with the Bowling Green's new utility director, Kevin Maynard. Overall, it was a positive meeting.
- Advertising is currently underway for the village of Luckey's sewer project.
- Tontogany will be accepting bids for its waterline project soon.
- Kevin Moyer replaced Bill Fogle as the union representative for District employees. A labor-management meeting is scheduled for March 16, 2006.
- The Master Plan has been completed and copies will be available soon.
- A waterline replacement project is underway in Weston (Locust/Walnut St.) involving Issue II loan money and a second project on Locust & Walnut Streets will be done this summer if approved by OPWC.
- Ohio Rural Water Convention is April 3-6 of this year. A proposed schedule was provided to Board members. There was interest to attend on Wednesday, April 5, 2006.
- John Cheney has been in discussion with the village of North Baltimore about the village joining the District. A follow-up meeting on April 4, 2006, has been scheduled.

Bill Barber updated the Board on a recent meeting between Lyle Schulte, Kermit Rudolph and him regarding the development of a 20-acre parcel that Mr. Rudolph owns for a warehouse facility. Currently, there are no utilities at this parcel but utilities could be extended to this site via the Tracy Road trunk, he said. Mr. Rudolph is on somewhat of a fast pace track to develop this site, he said. He stated that Mr. Rudolph was asked by Mr. Schulte and him to submit additional information. An extension committee meeting will be scheduled soon where this matter will be further discussed.

Reports of Committees:

John Cheney stated that the Finance Committee met on March 1, 2006. He highlighted some of the items covered which included a review of Weston's rates (see Resolution 2006-37) and the District's auditor's plans for the 2005 audit.

Unfinished Business:

Resolution 2006-11, Authorize the transfer of land in the Arlington Woods subdivision to the Arlington Woods Homeowners Association. Jerry Greiner recommended that this be tabled until the subdivision files the necessary paperwork to reactivate the association. **Tabled.**

Resolution 2006-19, Acceptance and action on bids for the installation of the WL #300B master meters in Middleton Township. Bill Barber recommended that this resolution continue to be tabled. **Tabled.**

Resolution 2006-23, Necessity Resolution, East Wooster Street waterline extension, WL #345. Jerry Greiner stated that District officials are waiting for a response from the

township trustees regarding the District's estimated construction cost proposal. He recommended this be tabled until a response is made. **Tabled.**

Resolution 2006-25, Acceptance and action on bids received for the Hamlet pump station replacement SS #410 and the Waterford Drive pump station replacement, SS #426. Bill Barber stated that bidding was received recently concerning the replacement of the Hamlet and Waterford pump stations. Numerous alternate bids were associated with each pump station project and he provided an explanation for the alternate bids. He stated that he has previously discussed these various bids with Poggemeyer Design Group. Based on those discussions, he recommended that Ed Kelly & Sons be awarded the base bid amount for the Hamlet pump station replacement and Albert C. Thomas, Inc. be awarded the base bid and Alternate B2 for the Waterford pump station replacement. Lyle Schulte made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2006-33, Acceptance and action on bids received for the Hille Drive pump station and force main improvements, SS #200 area. Bill Barber provided a map of the pump station location. He stated that this replacement project includes increasing the force main size to eliminate the sanitary sewer overflow which occurs during times of high flow. He stated that Buckeye Excavating & Construction was the low bidder at \$128,711.50. Mr. Barber stated that Poggemeyer Design Group is recommending the contract be awarded to Buckeye Excavating & Construction. 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 2006-34, Acceptance and action on bids received for the Linwood, Kramer, Dirlam & Huffman Roads waterline extension, WL #305A. Bill Barber stated that this was a petitioned project that was recently advertised for bidding after all necessary statutory requirements were met. He stated that they received nine bids for the project which was estimated to be \$827,000.00 for construction. Underground Utilities, Inc. was the low bidder at \$775,116.50 and he further stated that Poggemeyer Design Group recommended the contract be awarded to it. 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 2006-35, Authorize the partial release of retainage to Jim Palmer Excavating, Inc., East River Road sanitary sewer extension, SS #438A. Bill Barber stated that construction for this project is completed with the exception of seeding and mulching which will occur in the spring. He recommended releasing \$9,038.70 to the contractor with a balance of \$3,012.94 remaining until the project is complete. 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 2006-36, Review and approval of easements for the Village of Custar collection system, SS #1101. Larry Brown stated that easements with Daniel & Linda

Whitacre and Arlene Boyer are needed for the construction and maintenance of the of the sanitary sewer system. 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 2006-37, Authorize water and sewer utility rates for the Village of Weston. Dave Cook reviewed the current water and sewer rate structure in place for Weston customers. He highlighted the details of the new rate structure for Weston customers which included the elimination of outside rates. He stated that these recommended rate changes were reviewed recently with the District's Finance Committee and would be effective March 1, 2006. He added that these rates would be reviewed annually when the District's rates are also reviewed. John Cheney made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-38, Personnel Actions

Jerry Greine and Dan Wickard reviewed the actions as follows:

- A. Approval for the job classification change of Thomas Hutchings, from Water and Sewer Maintenance Worker, II to Sanitary Treatment Maintenance Operator, II (Jet Truck Crew), effective March 13, 2006. He will serve a 75-day probationary period.
- B. Approval for the job classification change of Kurt Joseph, from Sanitary Treatment Maintenance Operator, II (Package Plant Crew) to Water and Sewer Maintenance Worker II, effective March 13, 2006. He will serve a 75-day probationary period.
- C. Approval for the job classification change of Steven Watkins, from Water and Sewer Maintenance Worker, I, to Water and Sewer Maintenance Worker, II, effective March 13, 2006. He will serve a 75-day probationary period.
- D. Approval for the job classification change of Kenneth Amos, from part-time temporary Water and Sewer Maintenance Worker, I, to part-time temporary Water and Sewer Maintenance Worker, II, effective March 13, 2006. He will serve a 75-day probationary period.
- E. Approval to post position, Sanitary Treatment Maintenance Operator, II, internally.
- F. Approval to post position, Water and Sewer Maintenance Worker, I, internally.
- G. Approval for the job classification change of Mark Berfield, from Water and Sewer Maintenance Worker, I, to Sanitary Treatment Maintenance Operator, I, effective February 27, 2006. He will serve a 140-day probationary period.
- H. Approval for the promotion of Simon Gundy, Meter/Field Technician, II, to Assistant Superintendent, subject to the 3/8/2006 memo prepared by Jerry Greiner. He will serve a 140-day probationary period.
- I. Approval to post position, Meter/Field Technician, II, internally.
- J. Approve the hiring of Marilyn Noble, part-time, temporary Bookkeeper/Accountant, and effective March 27, 2006.

Alex Molner moved to approve all of the above listed personnel actions. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

None

Other

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	March 23, 2006 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	April 13, 2006 7:30 a.m.	District Operations Facility
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Adjournment

Terry Murrery 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

/smc