

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, MAY 1, 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, May 1, 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
Lyle Schulte	Phil Shaffer	

Members absent: Alex Molner

Others:

Jerry Greiner	Bill Barber	Mike Stoll
Dave Cook	Mike Stoll	Beth Vannett
Leanne O'Brien	Dan Wickard	

Clint Wells, Poggemeyer Design Group  
Rex Huffman, Spitler, Huffman LLC  
Kirk Ludwig, SJS Investment Consulting, Inc.

**Approval of Minutes**

The minutes of the regular meeting held on April 17, 2008, were reviewed. John Ault 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: Bloomberg newsletter, VIP (Visual Intelligence Portfolio) software brochure, Water One meeting agenda, E-mail from Tom Stalter regarding JRS inspection, Agenda for the CSEAO meeting June 9<sup>th</sup>, Draft agreement from the Village of Grand Rapids to serve customers outside the village with water, April 24<sup>th</sup> North Baltimore News, April 23<sup>rd</sup> Perrysburg Messenger, Letter from Marvin Robon regarding Senior housing project on Drouillard Road, Letter from USDA regarding re-scheduled Hoytville meeting to May 6<sup>th</sup>, Pictures of the Put-In-Bay water tower, Invitation to the North Baltimore EMS open house on May 10<sup>th</sup>, Article regarding Clyde council passing water and sewer increase, Copy of letter to Andrew Kalmar regarding special assessment reserves, Spring 2008 Water Works newsletter, and the April 17<sup>th</sup> North Baltimore News.

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

Jerry Greiner reported:

- Jerry Greiner will be following up with Andrew Kalmar regarding the special assessment reserve.
- Penny Getz still interested in selling land adjacent to the District building, but probably won't sell until next year.
- Donna Martin asked for a second appraisal on the Williamsburg-on-the-River property. We are waiting to hear from the appraisal company on an estimate.
- Rex Huffman will be following up with Jim Jacobs' attorney regarding a price for the land in Troy Township.
- We will be contacting Dr. Longenecker to complete another employee satisfaction survey before contract negotiations in the fall.
- Considering another planning meeting sometime this summer with Greg Pape.
- The mowing contract that was passed last week with Cheryl Peters should have been for **\$25.00** per mow instead of **\$50.00**.
- Meeting with Rossford will be held May 12<sup>th</sup>.
- The ConAgra property in Ampoint was recently purchased for \$6.3 million.
- CSX has asked for a developer's agreement for water and sewer services.
- Meeting with Troy Township May 14<sup>th</sup> to update them on the JRS project.

### **Reports of Committees:**

Dave Cook stated the Finance Committee met on April 23<sup>rd</sup> and discussed the following:

- Operations Department has requested a sewer camera. The camera is estimated to cost \$56,000 plus additional amount for software. The Board will see a budget amendment in the future for \$15-20,000 to reflect this.
- Reviewed long-term bond borrowing. Borrowing will be \$11.5 million. Of that, \$5.2 million is refunding the short-term borrowing from 2007.
- Reviewed possible uses of system development fees. Dave Cook suggested moving the fees into operating funds. The committee agreed to discuss this in the future.
- Reviewed the proposal to change investment advisory services to SJS investment. A representative of SJS will be here today to give an overview of the firm and their services.
- The committee also reviewed the December 31<sup>st</sup> financial statements.

### **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. Lyle Schulte made a motion to table. Melinda Kale 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. Lyle Schulte made a

motion to table. Melinda Kale 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. Bill Hirzel made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-55.** Amend the equipment usage charges for services rendered by the District. Bill Hirzel made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **New Business**

**Resolution 2008-77.** Approval to advertise for bids for the Ford Road force main replacement, SS #400 area. Bill Barber stated this resolution is to approve advertising for bids for the Ford Road force main replacement. The project will replace the 12" forcemain with a 16" line to serve future needs of the Perrysburg service area. Advertising will take place May 9<sup>th</sup> and 16<sup>th</sup> with bids opened on June 3<sup>rd</sup>. The estimated cost of the project is \$1,118,800.00 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 2008-78.** Approval of a construction easement for the Moline-Martin, Taylor and Neill Streets waterline extension, WL #189E. John Sopko stated this resolution is to approve an easement for \$500.00 to Robbie Whitner. Mr. Sopko stated by securing this easement, the cost of the project will be reduced by \$1000.00. Bill Hirzel made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-79.** Amendment #1, Poggemeyer Design Group, Route 20 sanitary sewer pump station abandonment, Phase 2 project, SS #322B. Bill Barber stated this amendment is for a deduction of \$18,652.47 for construction observation completed by District personnel. Melinda Kale made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-80.** Amendment #1, Poggemeyer Design Group, Locust Street, Walnut Street and Broadway waterline improvements in the Village of Weston, WL #2312. Bill Barber stated this amendment was for a deduction of \$1,081.43 for construction observation completed by the District. John Ault made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-81.** Authorize a contract with Poggemeyer Design Group for the Route 64 waterline replacement, WL #320E. Bill Barber stated this resolution is for the approval of a contract with Poggemeyer for the St. Rt. 64 waterline replacement. Mr. Barber stated petitions have been obtained from 68% of the homeowners. After meeting with ODOT, he will meet with the affected property owners. 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 2008-82.** Approval of an investment management agreement with SJS Investment Consulting, Inc. Dave Cook explained that this resolution is for the approval of a management agreement with SJS Investment Consulting Inc. for investment advisory services. Mr. Cook introduced Kirk Ludwig from SJS Investing to the Board who gave a brief overview of the Company and the services that they offer. After this, Phil Shaffer made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes with the exception of Paul Brim and Bill Hirzel who voted no. **Approved.**

**Resolution 2008-83.** Amendment #1, Expenditure appropriations for Fiscal Year 2008. Dave Cook asked that this resolution be tabled. Melinda Kale made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Receipt of Other Comments**

None

**Executive Session**

None

**Regular Meeting Dates**

Regular Meeting:	May 15, 2008 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	June 5, 2008 7:30 a.m.	District Operations Facility Regular Meeting

**Adjournment**

Lyle Schulte made a motion to adjourn. Phil Shaffer 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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