

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, MAY 24, 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, May 24, 2007 at 7:30 a.m.

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

John Cheney	John Current	Melinda Kale
Alex Molner	Lyle Schulte	Phil Shaffer
John Ault		

Members absent: Paul Brim, Terry Murray

Others:

Jerry Greiner	Dave Cook	Bill Barber
Val Megyesi	Mike Stoll	Beth Vannett
Stephanie Challender	Leanne O'Brien	John Sopko
Gavin Smith		

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

Bob Lengel 15654 Five Point Road, Perrysburg, OH
Gary Ehrmin 15552 Five Point Road, Perrysburg, OH

Approval of Minutes

The minutes of the regular meeting held on May 10, 2007 were reviewed. John Cheney made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, John Ault recognized and welcomed residents from the Five Point Road area. Robert Lengel stated he had the petition signed for several residents on Five Point Road. The Board stated they had already received a copy and it would remain in the file.

Correspondence

Jerry Greiner presented the correspondence file which was circulated and contained: Birthday cards for Melinda Kale and Terry Murray, copy of the Five Point Road area sewer petition originally sent to the Ohio EPA, Copy of Dr. Longenecker's employee satisfaction survey, Letter from Gary Ehrmin regarding sanitary sewers for the Five Point Road area, FLA Solutions newsletter, Wood County housing starts, Copy of grant application for the sanitary sewer lateral connections, Letters to the editor in the Toledo Blade, Perrysburg Messenger, and the Sentinel-Tribune regarding the Five Point Road area sewers, Article in Sentinel-Tribune regarding Bowling Green amending contract with the District to provide additional water to service Hoytville, Copy of the Planning Meeting agenda, Letter from Koch Financial regarding purchasing and finance solutions, and the April District work summary.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Ben Bish was killed in a motorcycle accident May 18th. The funeral was held on May 23rd. The office staff was given the day off to attend the funeral. EAP (Employee Assistance Program) will be in the office today.
- Custar WaterShed is almost complete. Should be up-and-running in the next week.
- April financial statements are complete.
- Bids for the Hoytville project have been received. The project is currently under bid and the village may decide to add a water tower or to offer lower customer rates without the tower.
- Village of Luckey is starting to tap new sewer line. The village is looking for the District to do inspections.
- Bids for Milton Center have been received. Grant applications for service lines were sent out last week.
- Village of Risingsun sewer project should be out to bid soon.
- Tentative assessments for Risingsun will go out this week.
- Lawrence Moore (River Road) is currently in court with the Wood County Health Department for failure to tap into the sanitary sewer system.
- Discussion took place with Perrysburg Township regarding current utilities and the potential JRS project.
- Planning meeting was held with management. Looking for input from the Board or potentially from an outside consultant to help.
- Met with Perrysburg regarding the extension of water through the Five Point Road area and the cross-town sewer force main.
- Dorsey Report is complete. A copy of the report was handed out to the Board and Gavin Smith gave a brief overview of their findings. Dorsey will be here on June 14 for a report to the Board and a follow-up committee meeting.

Reports of Committees:

The Extension Committee met on May 17, 2007. Lyle Schulte stated the committee discussed the JRS project, the emergency sewer repairs on Oregon and Tracy Road and the need to advertise for bids. The committee also discussed the Hoytville bid and the option to add a water tower or to potentially move the Portage tower to Hoytville. They also discussed a memo prepared by Mike Stoll regarding the project closure for the Liberty Hi and Poe Road waterline project.

The Public Relations Committee met on May 17, 2007. Jerry Greiner stated the committee discussed the upcoming PR events, the estimated costs for each, and asked for volunteers to work the events. The committee also discussed what events the District should be involved in.

The Safety Committee met on May 16, 2007. John Cheney reported that the Bureau of Worker's Comp did an inspection and was very pleased with the operation of the District. He stated Mike Stoll is currently working on a contractor checklist for safety in the field.

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. Bill Barber stated that the District should go ahead and advertise for bids while bidding is competitive. He proposed we bid the project as 2 components, the District's share and Rossford's share to go back to Rossford with a firm cost estimate. 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 2007-46, Authorize the issuance of revenue notes for the Tracy Road and Oregon Road trunk sewers, SS #100 area. Dave Cook stated this resolution is needed to borrow construction funds for this project. John Cheney made a motion to approve. Melinda Kale 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 Ohio Job Ready Sites Program. Jerry Greiner suggested the District sign the agreement, but not draw down any funds until we have a developer's agreement in hand. Lyle Schulte made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-72. Review and approval of a revised motor vehicle policy. Jerry Greiner suggested this resolution be tabled. Alex Molner made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2007-73. Review and action on a cooperative agreement with the Village of North Baltimore. Jerry Greiner suggested the Board approve the cooperative agreement with North Baltimore (subject to Rex Huffman's approval). John Cheney made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-83. Authorize the appropriation of easements for the Village of Risingsun sanitary sewer. Jerry Greiner suggested this resolution be tabled. Alex Molner 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 2007-88. Review and approval of construction easements for the Village of Milton Center sanitary sewer project, SS #1102. John Sopko stated that 5 easements have been received from 4 property owners in Milton Center. 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 2007-89. Approval to advertise for bids for the Locust Street, Walnut Street and Broadway Avenue waterline improvements in the Village of Weston WL #2312. Bill Barber stated this project is a budgeted project for repairs and maintenance for 2007. The estimated total cost for the project is \$230,000. John Current made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-90. Change Order #2, PHC, Inc. Gleneagles and Ford Road area waterline replacement, WL #113A. Bill Barber stated this resolution is needed to close out this project. The change order is for a deduction of \$6,580.00. Alex Molner made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2007-91. Authorize the final release of retainage to PHC, Inc. for the Gleneagles and Ford Road area waterline replacement, WL #113A. Bill Barber stated this resolution is needed to release retainage to PHC for the Gleneagles and Ford Road waterline replacement. All work including landscaping has been completed. 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 2007-92. Change order #1, Poggemeyer Design Group, Poe and Liberty Hi Roads waterline extension, WL #317E. Bill Barber stated this is a change order for the Liberty Hi and Poe Roads waterline. The change order is a deduction of \$1,375.01 for construction inspection and as-builts completed by the District. 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 2007-93. Approval of a developer's agreement with Mainstreet Ministries for a waterline extension on Moline-Martin Road, WL #189D. Bill Barber stated this is a standard developer's agreement with the Mainstreet Church for a waterline extension on Martin-Moline Road. 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 2007-94, Personnel Actions

Jerry Greiner reviewed the following actions:

1. Approval to payout vacation and comp-time for Ben Bish who was killed in a motorcycle accident May 18, 2007.

Phil Shaffer made a motion to approve the above actions. Alex Molner 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 14, 2007 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	June 28, 2007 7:30 a.m.	District Operations Facility Regular Meeting
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Adjournment

Phil Shaffer made a motion to adjourn. Lyle Schulte 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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