

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 17, 2011**

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, November 17, 2011 at 7:30 a.m.

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

John Cheney	John Current	Bill Hirzel
Leonard Michaels	Alex Molner	Lyle Schulte
Adam Seibert		

Members absent: John Ault, Melinda Kale

Others:

Bill Barber	Jerry Greiner	Leanne O'Brien
Mike Stoll	Dave Cook	Valerie Megyesi
Harold Bechstein		

Tom Stalter, Poggemeyer Design group
Rex Huffman, Spitler, Huffman, LLC

Jack Kieffer, 13207 Union Hill Rd, Bowling Green, OH 43402

Approval of Minutes

The minutes of the regular meeting held on November 3, 2011, were reviewed Adam Seibert made a motion to approve. Bill Hirzel 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: Copy of e-mail from Tom Blaha to Caterpillar, Inc. regarding JRS site; Article in Dayton News regarding Caterpillar Inc., building new facility in North America; Article on new eye center located in Perrysburg; Notice of Appeal for V.E. Petersen lawsuit; Water supply revolving loan account project schedule; Invitation to the Wood County Economic Development Commission Holiday Reception; Village of West Millgrove preliminary estimated sources and uses of funds; Letter to West Millgrove parcel owners regarding public meeting; Mission development initiative; Agenda from employee luncheon; Weekly WaterShed revenue; 2012 summary plan description for health insurance; Memo regarding the TID project; and an article regarding Stony Ridge sewer project.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Still working through WL #100 billing issues
- Reviewing potential WaterShed sites in Cygnet and Wayne
- Lake Township SDF still due, should be forthcoming
- West Millgrove public meeting November 17th.
- Joint meeting with the Bowling Green Mayor, County and the District November 21st.
- Still working to wrap-up Stony Ridge-Lemoyne sewer project.
- First union negotiation meeting was November 16th.
- Wood County Economic Development Holiday Reception will be held November 30th.
- Christmas dinner will be December 6th.
- Office will be closed November 24th and 25th for Thanksgiving
- Administrative Committee to be held November 21st.

Reports of Committees:

Jerry Greiner reported that the Extension Committee met on November 10th and the minutes of the meeting were included in the board packets.

Unfinished Business:

Resolution 2011-153. Authorize the advertisement for engineering qualification statements for 2012. Bill Barber asked that this resolution be removed so he would have time to review the new rules in the Ohio Revised code regarding statement of qualifications. Adam Seibert made a motion to remove. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

New Business

Resolution 2011-156. Authorize a memorandum of understanding between the District, the Wood County Planning Commission and the Village of West Millgrove. Jerry Greiner asked that a memorandum of understanding be approved between the District, Wood County Planning Commission and the Village of West Millgrove for administration of the construction grant and service line grant for the Village of West Millgrove sanitary sewer project. Bill Hirzel made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2011-157. Acceptance and action on bids received for the East Broadway pump station WL #101. Bill Barber stated that Peterson Construction was the low bidder on this project with a total bid of \$384,300.00 and asked that the project be awarded to them. The engineer's estimate for the project is \$443,000.00, he said. 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 2011-158. Approval of a Tap agreement with Martin & Claudette David, WL #302A. Jerry Greiner stated this agreement allowed the waterline to cross the Davis property for the Riverbend Subdivison. This tap agreement included an easement in exchange for one tap, he said. John Current made a motion to approve. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Bill Hirzel left the meeting at 8:00 a.m.

Resolution 2011-159. Approval of a Tap agreement with John Bondy, SS #392A. Jerry Greiner stated this agreement allowed the waterline to cross the Bondy property for the Riverbend Subdivision. This tap agreement included an easement in exchange for 3 sewer tap, he said. Alex Molner made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2011-160. Acceptance and action on bids received for the Country Manor sanitary sewer extension, SS #3.2. Bill Barber stated bids were received for the Country Manor sanitary sewer extension and B.Hill'z Excavating was the low bidder at \$506,877.50. He asked that the project be awarded to B.Hill'z Excavating. The engineer's estimate for the project is \$601,840.00, he said. 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 2011-161. Notice of intent to proceed, Country Manor sanitary sewer extension, SS #3.2. Bill Barber asked that this resolution be approved to proceed with the project. Leonard Michaels made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2011-155. Personnel Actions.

Jerry Greiner reviewed the actions as follows:

1. Approval to post internally, Billing Technician I position.
2. Approval to hire Denise Livingston, Billing Technician I, effective November 28, 2011.

John Cheney made a motion to approve the above items. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Receipt of Other Comments

None

Executive Session

John Cheney made a motion to go into Executive Session to discuss personnel. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

John Cheney made a motion to go back into regular session. Leonard Michaels seconded the motion. A roll call vote was taken with all present voting yes.

