

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, NOVEMBER 20, 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, November 20, 2008 at 7:30 a.m.

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

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

Members absent: Bill Hirzel

Others:

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

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

Mike Karafa, Jones & Henry Engineers
Nick Rettig & Charles Griffith, Henry County Water & Sewer District

Approval of Minutes

The minutes of the regular meeting held on November 6, 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.**

At this time, John Cheney welcomed Nick Rettig and Charles Griffith from the Henry County Water and Sewer District. Nick Rettig stated he has been working with the District currently on a project to help the Village of McClure seek alternatives to their water plant and reservoir problems. He stated he was attending the meeting to try and learn more about the District and how it functions.

Correspondence

Jerry Greiner presented the correspondence file which was circulated and contained: Letter from the Wood County Commissioners to Robert Hopkins regarding interest in becoming a board member; Weekly WaterShed revenues; E-mail from Tom Stalter regarding a sewer smell in Custar; E-mail from Gavin Smith regarding Adam Seibert requesting e-mail accounts for Board members; Agenda for the November 26th employee luncheon; Invitation to the CCAO/CEAO Annual Winter Conference; Memo to Bowling Green regarding various water and sewer items; Article in the Perrysburg

Messenger regarding increases in their capital expansion charges; Article in the Sentinel Tribune regarding Perrysburg discussion of their rate increases; Article in the Sentinel Tribune regarding the new Risingsun sewer project; Invitation to the Wood County Economic Development Holiday Reception; Letter from Penta County regarding the District's participation in the Early Placement Training Program; Training schedule from Ohio RCAP; Invitation to the District Christmas dinner; Notice from Lucas County regarding their sewer rate increases; Copy of letter to Bill Hirzel from the Board of Commissioners asking him to attend the December 4th Board meeting to discuss his reappointment to the District's Board; Article in the Sentinel Tribune regarding Hirzel Farming and Canning; and the agenda and sign-in sheet for the meeting at McClure on November 19th;

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Met with Troy Township trustees November 13th to discuss a possible JEDD agreement. Will meet again December 10th.
- Jerry will be getting back with the City of Toledo regarding a water contract this week.
- Met with Rossford and Perrysburg regarding TID. Rossford has payment due in 2010 and funds are short. Owners in the Crossroad area looking at doing an assessment instead of TID acreage connection charge.
- Toured Ottawa County, Carroll Township and Camp Perry water plants on Monday, November 17th.
- Next meeting at McClure November 19th.
- Northwood Council will be discussing joining the District at their November 20th council meeting.
- Dave Cook met with Ed Ciecka from Rossford on November 14th to review merger agreement.
- Custar meeting November 20th to discuss the transfer sewer assets to the District.
- Reminder letters were sent to the municipalities for Board reappointment.
- Regional water study is being proposed with Ottawa County.
- Dates for Board meetings in December will remain the same, but meetings in January will be moved to January 8th and 15th.

Reports of Committees:

Jerry Greiner stated the Finance Committee met on November 12th to review the proposed 2009 budget.

Jerry Greiner stated that Bill Barber, Alex Molner and John Cheney met with the Wood County Board of Commissioners November 6th to give the end-of-year report and review upcoming project for 2009.

Jerry Greiner said he, Alex Molner, John Cheney and Lyle Schulte (and staff) toured various water plants at Camp Perry, Ottawa County and Carroll Township November 17th.

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. Phil Shaffer 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. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Tabled**.

Resolution 2008-194. Recognition of Paul Brim for his efforts on behalf of the District. Jerry Greiner asked that this resolution be tabled. Lyle Schulte made a motion to table. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Tabled**.

At this time, Jerry Greiner asked that **Resolution 2008-218**, Change order #3, Anderzack-Pitzen Construction, Inc., for the Tracy Road and Oregon Road trunk sewer replacement, SS #100 area be reviewed. Bill Barber stated this resolution is for approval of a change order for a decrease of \$13,946.30. Mr. Barber stated the change order is for liquidated damages due to extension of time for the contractor. Mike Karafa of Jones and Henry Engineering Company, stated the credit is for time spent from June 25th through the completion date for inspection and engineering costs. 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 2008-209, Authorize a contract with Poggemeyer Design Group for the Weston water tower project. Bill Barber stated this resolution is for approval of a contract with Poggemeyer for the design of the Weston water tower along with 1950' lineal feet of water line. Mr. Barber stated the resolution also included a cost breakdown of the contract along with a letter of explanation from Tom Stalter. Alex Molner asked how much of the contract included the actual tank. Tom Stalter stated 21% of the design costs were related to the tank. John Ault 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**.

New Business

Resolution 2008-213. Receipt and action on bids received for the JRS water tower project. Bill Barber stated the time extension to award the bid for the JRS water tower is close to expiring. He asked that the bid for \$1,640,000.00 from Landmark be accepted. Jerry Greiner stated we are still in discussions with Toledo for a water contract and are working on a JEDD agreement with Troy Township. He stated he has also talked to

Portage Otterbein regarding land purchase for the water tower. He said they were interested in a possible sale of land or lease for this and they are also interested in extending a water line to their campus. John Cheney asked what costs are involved if the project does not go forward. Tom Stalter stated the District would be liable for costs incurred thus far; this would mainly consist of engineering costs in an amount approximately 10% or less of the contract, depending on the time. Lyle Schulte made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-214. Approval of utility easements for the construction of the Thompson Road sanitary sewer tap installations, SS #7102D. John Sopko stated 4 temporary easements have been obtained from residents on Thompson Road. He stated the easements were obtained for \$1.00 each. Alex Molner made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-215. Authorize an amendment to the lease for the WaterShed at Haskins and Poe Roads. Jerry Greiner stated this resolution is for the approval of the lease renewal for the WaterShed at Haskins and Poe Road. He stated the lease is for 3 years with the first year at the current rate with years 2 and 3 at an increase of 3% per year. 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 2008-216. Authorize the renewal of the lease agreement for the bulk water station located at the Wood County Landfill. Jerry Greiner stated this resolution is to renew the lease of the bulk water station at the Wood County landfill for an additional 5 years. 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 2008-217. Authorize the purchase of land for the Weston water tower project. Bill Barber asked that this resolution be tabled; the Northern Ohio Grain Co-Op did not have a quorum at their meeting on Monday to make a decision on the purchase, but did feel they have support to sell the land. Lyle Schulte made a motion to table. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-219. Authorize the release of retainage to Anderzack-Pitzen Construction, Inc., for the Tracy Road and Oregon Road trunk sewer replacement, SS #100 area. Bill Barber asked that retainage be released in the amount of \$89,338.00 to the contractor so the project can be closed out. Alex Molner made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, Melinda Kale left the meeting (8:50 a.m.).

Resolution 2008-220. Certification of Estimated Resources for Fiscal Year 2009. Jerry Greiner asked that this resolution as well as Resolutions 2008-221 and 2008-222 be tabled in order to review with the Finance Committee. After some discussion the Board

decided to table the resolutions and hold the Finance Committee meeting on December 2nd. Alex Molner made a motion to table. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-221. Approval of Expenditure Appropriations for Fiscal Year 2009. Alex Molner made a motion to table. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-222. In the Matter of Fixing Rates for Sewer Collection Services, Water Distribution Services, and Sale of Water in the District Area. Alex Molner made a motion to table. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

Resolution 2008-223. Personnel Actions.

Jerry Greiner reviewed the following actions:

1. Approval to terminate Tom Hutchings, Sanitary Treatment Maintenance Operator II-Jet Truck, effective December 1, 2008.
2. Approval to post vacant Sanitary Treatment Maintenance Operator II-Jet Truck position internally.

Alex Molner made a motion to approve the above items. Lyle Schulte 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: December 4, 2008
7:30 a.m. District Operations Facility
Regular Meeting

Regular Meeting: December 18, 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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