

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, NOVEMBER 30, 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, November 30, 2006, at 7:30 a.m.

Mr. Alex Molner, Vice President, brought the meeting to order and requested that the roll be called:

Paul Brim	John Cheney	John Current
Alex Molner	Terry Murray	Lyle Schulte
Phil Shaffer		

Members absent: John Ault, Joe Molnar

Others:

Jerry Greiner	Beth Vannett	Bill Barber
Harold Bechstein	Mike Stoll	John Sopko
Stephanie Challender	Leanne O'Brien	Valerie Megyesi
Simon Gundy		

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

### **Approval of Minutes**

The minutes of the regular and planning meeting held on November 9, 2006, were reviewed. John Cheney made a motion to approve. Phil Shaffer 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: Hoytville requirements from the USDA, Financials from Watermill Express water site, United Way Campaign applications, report of system development fees collected, Article regarding small-scale wastewater treatment systems, Copy of newspaper article regarding the City of Oregon considerations of sewer rate hike of 45%, summary of October District work summary, Agenda to the employees safety training, health benefits, sewage treatment rules, and GIS update held on November 22, 2006, 2007 holiday schedule, Listing of JRS applications, Report of new housing starts, letter from David Keinzle regarding system development fees, draft outline of cooperative agreement between the District and the Village of North Baltimore, listing of current District water contracts, and the Ohio Township news magazine.

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

Jerry Greiner reported:

- JRS-update, have not heard anything regarding application. Most other applicants have heard back and have been asked to take less funding.
- Walbridge considering joining the District. They are meeting to discuss.
- Dan Wickard will be attending meeting in Millbury to discuss I & I work.
- North Baltimore is interested in meeting with the District to discuss economic development issues.
- Tontogany approved agreement for the District to serve customers outside the corporation limits. Meeting will be held December 5<sup>th</sup>, to meet with prospective waterline petitioners.
- Received financial statements from Watermill owner, will be looking over and deciding on offer in December.
- Received Statement of Qualifications for building expansion.
- Township Trustees luncheon to be held on January 5, 2006, with November 30, 2006 is the deadline to RSVP.
- Holiday dinner will be held this evening, dinner to start at 6:30.

### **Reports of Committees:**

Jerry Greiner reported that the Extension Committee met on November 29, 2006, minutes for this meeting were circulated and briefly discussed.

Bill Barber reported that the Resource Committee met on November 16, 2006 to discuss all water contracts including the City of Bowling Green. They mainly discussed water quantity and the amount of THM's with the City's system. He reported that current quantity of 250,000 gallons per day, is regularly met or exceeds this amount. He said the committee will be looking at other options for water.

John Cheney reported that the Safety Committee met on November 15, 2006. He stated that the committee recommended joining the National Safety Council and they are still in the process of drafting a new safety policy.

### **Unfinished Business:**

**Resolution 2006-165**, Approval of a cash rental agreement for the District's property in Washington Township. Jerry Greiner proposed that this continue to be tabled. **Tabled.**

**Resolution 2006-171**, Approval of a developer's agreement with Lyle L. Shaffer for the Huffman Road waterline extension, WL #318F. Jerry Greiner proposed that this resolution be removed. Phil Shaffer made a motion to remove. Lyle Schulte seconded the motion. **Removed.**

### **New Business**

**Resolution 2006-180**, Review and approval of utility easements for the Gleneagles and Ford Road area waterline replacement WL #113A. Bill Barber presented that an easement has been obtained from the Belmont Condo Association. Terry Murray made a motion to

approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved**

**Resolution 2006-181**, Review and approval of grinder pump easements for the Village of Custar collection system, SS #1101. Bill Barber presented that an easement has been collected from Lottie Cordes. This easement is on Custar Road where a grinder pump is needed to serve the customer since a gravity line cannot be installed. 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 2006-182**, Review and approval of easements for the construction of the Fostoria WaterShed. Jerry Greiner presented that an easement has been obtained from Old Fort Bank for the construction of a WaterShed. Phil Shaffer made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2006-183**, Authorize an easement to the Ohio Department of Transportation for the reconstruction of underground drainage at the Village of Custar wastewater treatment plant, SS #1100. Mike Stoll said that ODOT requested an easement from the District for the reconstruction of underground drainage at the Village of Custar wastewater treatment plant property. 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 2006-184**, Change order #2, Albert C. Thomas, Inc. installation of the WL #300B master meters in Middleton Township. Bill Barber said it has taken extra time to acquire easements and time extension is needed to the contract as a result. New completion date will be extended from November 30, 2006 to April 15, 2007. Terry Murray made a motion to approve. Paul Brim seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-185**, Review and action on the recommendations from the Assessment Equalization Board for the Cuckle Creek and Gypsy Lane Roads area waterline extension, WL #305B. John Sopko presented that the Equalization Board had six objections, but only two owners appeared. The AEB recommended that three residents be charged the minimum footage of 175, and that one resident be charged no assessment due to the fact that they are already tapped into a City of Bowling Green line. Rex Huffman reported that there are five homes on the south side of Gypsy Lane currently tapped into the City of Bowling Green waterline. They currently share one line and these homes should be treated as accommodation taps he felt. Phil Shaffer made a motion to approve. John Current seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-186**, Notice of Intent to Proceed, Cuckle Creek and Gypsy Lane Roads are waterline extension, WL #305B. Bill Barber stated that all statutory requirements concerning assessments have been met, and therefore, the construction of the previously approved plans, specifications and estimates for the installation of the waterline extension could proceed. Lyle Schulte made a motion to approve. John Current seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-187**, Approval to advertise for bids for the Cuckle Creek and Gypsy Lane Roads area waterline extension, WL #305B. Bill Barber stated this is related to the previously approved Resolutions, 2006-186. He explained that bidding is expected to advertise on December 5<sup>th</sup> and 12<sup>th</sup>, 2006, with bids to be received on January 23, 2007. He said that the engineer's estimate for construction is \$714,000.00. John Cheney made a motion to approve. John Current seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-188**, Authorize a contract with Poggemeyer Design Group for the Poe and Liberty Hi Roads waterline extension WL #317E. Bill Barber stated that project will include 2,750 feet of 8" line to serve existing development. He said 4 to 5 accommodation taps will be replaced. Estimated construction cost is \$130,000.00. Phil Shaffer made a motion to approve. Terry Murray seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-189**, Authorize a contract with Poggemeyer Design Group for the Bradner Road waterline extension WL #234D. Bill Barber stated that the project will include 1,100 lineal feet of 12" waterline. He stated the cost for this project will be \$55,000.00. John Current made a motion to approve. Lyle Schulte seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-190**, Authorize a contract with Poggemeyer Design Group for the Latcha Road sanitary Sewer extension, SS #140F. Bill Barber presented that residents on Latcha Road have petitioned for a sanitary sewer extension. The cost of the project is \$111,000.00. John Cheney made a motion to approve. Phil Shaffer seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-191**, Authorize a contract with Poggemeyer Design Group for the Route 20 sanitary sewer pump station abandonment, Phase 2 project, SS #322B. Bill Barber said the Phase 1 design is complete with the Wal-Mart store construction. Phase 2 is a continuance of the line from the pump station on Route 20 to complete the abandonment. He stated the total cost for this project is \$400,000. Lyle Schulte made a motion to approve. Terry Murray seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-192**, Authorize a contract with Poggemeyer Design Group for a study of THM levels in the WL #300 service area. Bill Barber proposed that a study on the THM levels are needed due to District growth and the current levels exceeding limits. The study will be used in discussions with the City of Bowling Green regarding water quantity and quality. Terry Murray made a motion to approve. Phil Shaffer seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-193**, Authorize a Safety Policy for the District. Jerry Greiner made a motion to table the resolution. **Tabled.**

**Resolution 2006-194**, Amend Resolution 2006-169, Review and approval of easements for the installation of the WL #300B master meters in Middleton Township. Bill Barber

presented that the original resolution provided Harold Weihl with \$1,224.00 for an easement based on an appraisal obtained by the District. Mr. Weihl has since received a second appraisal and based on that appraisal the cost of the easement has increased to \$2,975.00. Phil Shaffer made a motion to approve. John Current seconded the motion. A roll call was taken with all present voting yes. **Approved.**

**Resolution 2006-195, Personnel Actions.**

Jerry Greiner reviewed the actions as follows:

- A. License pay increase for Roger Sarver for the successful completion of the Class I Wastewater Operator license effective November 20, 2006.
- B. License pay increase for Chris Blake for the successful completion of the Class II Wastewater Collection System Operator License effective November 20, 2006.

Phil Shaffer made a motion to approve all the above listed personnel actions. Lyle Schulte seconded the motion. **Approved.**

**Receipt of Other Comments**

None

**Regular Meeting Dates**

Regular Meeting:	December 14, 2006 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	December 28, 2006 7:30 a.m.	District Operations Facility Regular Meeting

**Adjournment**

Lyle Schulte made a motion to adjourn. Phil Shaffer seconded the motion. A voice call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John Current  
Secretary/Treasurer