

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, NOVEMBER 4, 2010**

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 4, 2010 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
Bill Hirzel	Melinda Kale	Alex Molner
Lyle Schulte		

Members absent: Adam Seibert

Others:

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

Rex Huffman, Spitler, Huffman LLC  
Clint Wells, Poggemeyer Design Group  
Robert & Lori Hutton, 20310 Walnut St., Weston  
Richard Daubert, 13800 Van Tassel Rd, Weston  
Heather McCurdy & Jim Cveel, Buckeye Builders and Excavating  
Dennis Recker, City of Northwood

### **Approval of Minutes**

The minutes of the regular meeting held on October 21, 2010, were reviewed. Lyle Schulte 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 John Cheney welcomed Dennis Recker, new administrator for the City of Northwood and Robert and Lori Hutton and their building representatives.

**Resolution 2010-162**, Necessity Resolution, Van Tassel Road sanitary sewer extension, SS #2300F. Mike Stoll gave the board a brief summary and timeline of the project, He stated this would be a special assessment project and the total cost would be \$88,471.35. Lyle Schulte Made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes with the exception of Alex Molner who voted no. **Approved.**

### **Correspondence**

Jerry Greiner presented the correspondence file which was circulated and contained: Year-to-date system development fees collected; ODOT mousetrap competition information; Thank you card from the staff to the board for 1% wage increase; Wood County Health District

program and services guide; Letter from West Wooster Ltd, requesting extension of time for their developer's agreement; Risingsun un-tapped parcel list; Letter from Mike Marsh on behalf of the Village of Grand Rapids regarding water service area; Invitation to the Holiday dinner on December 7<sup>th</sup>; Weekly WaterShed revenues; Information on the Clean Water Affordability Act of 2010; Safety Committee minutes from October 22<sup>nd</sup>; and various newspaper articles.

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

Jerry Greiner reported:

- Waiting on application from Rossford to join the District.
- City of Toledo has made offer to sell water to District on a master meter basis.
- District received \$10,000 for Lake Township tornado clean-up
- Dave Cook will present the 2011 budget at the next board meeting.
- Christmas dinner will be at Maggie's on December 7<sup>th</sup>, need reservations by November 18<sup>th</sup>.
- CORD 6119 meeting November 5, 2010 in Blacklick, Ohio.
- Office will be closed November 11, 2010 in observance of Veteran's Day.
- Daylight Savings time is November 7, 2010.

At this time, John Cheney welcomed Richard Daubert a property owner on Van Tassel Road. Mr. Daubert asked how a gravity sewer will be put in when the grade is not correct. Mike Stoll recommended coming into the office and he would go over the project and scope.

### **Reports of Committees:**

Jerry Greiner stated the Safety Committee met on October 22, 2010. Minutes were included in the Board packets.

### **Unfinished Business:**

**Resolution 2010-160.** Approval of a depository agreement with Charter One Bank. Dave Cook asked that this resolution be removed. Lyle Schulte made a motion to remove. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Removed.**

### **New Business**

**Resolution 2010-163.** Authorize the final release of retainage to B. Hill'z Excavating, Inc., for the Belmont Lakes and Tyler Street waterline replacements, WL #129 and WL #164. Bill Barber stated this resolution is to authorize the release of retainage of \$278.73. This will close out the project, he said. 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 2010-164.** Review and approval of a utility easement along Potter Road, WL #317. Bill stated an easement had been obtained for \$1.00 from Debbi Adams for an accommodation tap on Potter Road. 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 2010-165.** Authorize a Cooperative Agreement with the Ohio Water Development Authority for the Cloverdale, Kramer and Portage Roads waterline improvements, WL #305C. Dave Cook stated this resolution is to authorize an agreement with OWDA for the final loan on the Cloverdale, Kramer and Portage Roads waterline. The current interest rate is 3.41%, he said. Lyle Schulte made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-166.** Approval of a depository agreement with Huntington Bank. Dave Cook stated this resolution is to approve a five year depository agreement with Huntington Bank. Mr. Cook stated that in a previous resolution a banking agreement with Charter One Bank was removed. Charter One did not have the capability to count the WaterShed money at the time the decision was made, he said. John Current made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-167.** Personnel Actions.

Jerry Greiner reviewed the action as follows:

1. Approval to move Patricia Gifford from Sanitary Treatment Maintenance Operator II to Water and Sewer Maintenance Operator II, effective November 8, 2010
2. Approval to post vacant Sanitary Treatment Maintenance Operator II position internally.
3. Approval to post Sanitary Treatment Maintenance Operator I position externally if there are no bids internally.

Alex Molner made a motion to approve the above actions. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved**

### **Receipt of Other Comments**

At this time, Dave Cook gave a brief year to date financial review. He stated on the sewer side, the District is \$90,000 ahead of budget or 2.7%. Expenses are under budget by \$20,000 or .5% and net income from operations is up \$110,000 for the year. On the water side, the District revenue is \$390,000 over budget and expenses are \$200,000 or 5.5% under budget. Mr. Cook also stated that system development fees collected year-to-date are up; on the water side we have collected \$115,000 and \$140,000 on the sewer side, he said.

### **Executive Session**

None

**Regular Meeting Dates**

Regular Meeting: November 18, 2010      District Operations Facility  
7:30 a.m.      Regular Meeting

Regular Meeting: December 2, 2010      District Operations Facility  
7:30 a.m.      Regular Meeting

**Adjournment**

Lyle Schulte made a motion to adjourn. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Adjourned.**

Respectfully Submitted,

John Current  
Secretary-Treasurer

/lob