

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, NOVEMBER 6, 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 6, 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	Adam Seibert

Members absent: Bill Hirzel, Lyle Schulte, Phil Shaffer

Others:

Bill Barber	Mike Stoll	Leanne O'Brien
Gavin Smith	Jim Cheatwood	Val Megyesi
Dave Cook	Dan Wickard	Stephanie Challender

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

Terry Tyson, 10327 Pemberville Rd, Wayne, OH 43466

**Approval of Minutes**

The minutes of the regular meeting held on October 16, 2008, were reviewed. John Ault made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

At this time, John Cheney welcomed Terry Tyson an apartment owner in the Village of Risingsun. Mr. Tyson stated he owned an 8-unit rental in Risingsun and was being assessed 400 gallons per day times the 8 units. He recently installed a water meter and stated he is actually using 1/3 of the originally calculated usage. Mr. Tyson stated he purchased the building for retirement income and felt that if he had to pay this charge the building will be virtually worthless.

John Cheney asked what the usage is per unit per month.

Mr. Tyson stated he did not have the exact calculations; however his actual use for all 8 units was 188,560 gallons.

Dave Cook stated that if property owners have a complaint, they need to appear before the Assessment and Equalization Board, however Mr. Tyson did not object at that time.

Mr. Tyson stated he did not formally object and did not do so because he did not have the calculations at that point.

Dave Cook stated the District does not currently have a policy to deal with objections after the AEB has met. He stated it was his opinion that the Board should adopt a policy to take care of situations such as these.

John Cheney stated he would like to take this issue back to the Extension Committee for further discussion.

### **Correspondence**

Bill Barber presented the correspondence file which was circulated and contained: Article regarding fluoridation in water supply, Agenda for the Wood County Economic Development meeting on November 5<sup>th</sup>, Letter from the City of Fostoria regarding the Charter Steel over billing, Letter from Alliance Insurance thanking the District for the use of facilities for a seminar, Letter from TMACOG regarding Board of Trustees, Weekly WaterShed revenues, Copy of letter to Steve Powell, George Limes and Judy Kiefer regarding water interest in Washington and Grand Rapids Township, Article from Bloomberg regarding US economy not growing in 2009, Agenda for the Ohio Rural Water Association meeting held on October 30<sup>th</sup>, Invitation to a retirement party for Rebecca Bhaer, CSEAO winter conference agenda, Letter from the Wood County Commissioners regarding insurance rates for 2009, Article regarding GAAP (Generally Accepted Accounting Principles), Article regarding McClure buying its water, Article regarding Toledo and Perrysburg Township pact on FedEx, Article regarding solar facilities growing in Wood County, Article in the Perrysburg Messenger regarding Perrysburg city water and sewer rate increase, Article in the North Baltimore News regarding JEDD agreement, The fall edition of Round the Courthouse Square, and the summer 2008 edition of Workplace Resources newsletter.

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

Bill Barber reported:

- Meeting with the Wood County Commissioners today at 10:00 a.m. to give annual update.
- Letter was received from Fostoria regarding the Charter Steel over billing.
- Easements are coming from Imco and Chrysler for the First Solar expansion.
- Henry Co. Water District meeting last night to discuss McClure water issues.
- Meeting with McClure on November 10<sup>th</sup> to discuss water issues.
- Weston elevator Board passed motion to allow negotiations for purchase of water tower site in Weston.
- Wood County Economic Development Holiday reception December 4<sup>th</sup>.
- Meeting with Ottawa County on November 17<sup>th</sup> to discuss regional water issues.
- Working with Otsego FFA to use the Tontogany waste water treatment plant land as training plot.
- Dan Wickard was able to purchase excess pipe inventory from the Rossford amphitheater.
- Finance Committee will be held November 12<sup>th</sup>.

- Labor will be discussed at the November 20<sup>th</sup> board meeting.
- Rates will be discussed at the December 4<sup>th</sup> board meeting.

Dave Cook reported:

- Met with Kerry Bruce from Toledo, he indicated they were open to discussions on water, should have a proposal off to Toledo by Friday.
- Will be calling Ed Ciecka from Rossford today to discuss the possible acquisition.

Dan Wickard reported:

- Operations is helping the engineering department with inspections in Risingsun.
- Water taps almost complete in Washington Township.
- Annual hydrant flushing is continuing in the 200 area.
- Bulk water stations have been removed from Weston and here at the District for the winter.
- Ohio EPA completed survey of the Weston treatment plant. Everything went well.
- Operations is starting to do work in Walbridge to enhance their water system.
- Leak was found and repaired at the Tontogany lagoon.
- Union negotiations will start today.

Mike Stoll reported:

- Washington Township waterline projects are wrapping up.
- Lake Towne Senior Village near completion.
- St. Rt. 64 waterline is under construction.
- The Shaffer waterline is ready for contractor to start.
- Collected over \$100,000 in system development fees for apartment complexes.
- Several road improvement projects going on with ODOT and the county engineer.

### **Reports of Committees:**

Dave Cook stated the finance committee met on October 29<sup>th</sup> and discussed the 2009 budget. Mr. Cook stated the sewer side was in good shape; however improvements would need to be made to the water side. He stated the committee discussed lowering the debt coverage ratio to 1.2x, but the committee felt it should remain the same. The next meeting will be held November 12<sup>th</sup>.

John Cheney stated the safety committee met on October 29<sup>th</sup> and reviewed the minutes. He stated there were no accidents, but a minor incident occurred with damage being done to the sewer camera. He also stated a draft of the electrical policy was being reviewed by the committee and the 2009 training calendar was also discussed.

**Unfinished Business:**

**Resolution 2008-19**, Void Resolution 2004-122, approval of an interagency agreement with the Village of Hoytville. Bill Barber asked that this resolution be tabled. Alex Molner made a motion to table. John Ault 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. Bill Barber asked that this resolution be tabled. Alex Molner made a motion to table. John Ault 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. Bill Barber asked that this resolution be tabled. Alex Molner made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**New Business**

**Resolution 2008-202.** Review and approval of utility easements for the Lake Towne Senior Village Development, SS #137A and WL #167A. Stephanie Challender stated three easements were obtained each for \$1.00. 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 2008-203.** Review and approval of a grinder pump easement for the Lemoyne Road sanitary sewer extension, SS #1402. Stephanie Challender stated an easement has been obtained from Chris and Renee Barnes for \$1.00. 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 2008-204.** Review and approval of a grinder pump easement for the SS #200E area. Stephanie Challender stated a grinder pump easement has been obtained from the Wood County Park District for \$1.00. 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 2008-205.** Receipt and action on bids received for the Evansville Western Railway, inc. water tower project. Rex Huffman stated that the developer agreement has been tentatively approved with CSX. He stated he would like approval from the Board to accept the agreement with the stipulation that CSX be reimbursed a fire line charge for any commercial development in the area over a 25 year period. Dave Cook stated if the intermodal facility takes off it would take only four warehouses to reimburse CSX. John Cheney asked if other utilities were doing a similar charge. Dave Cook stated this is a pretty standard charge and many utilities have instituted it. The Board gave approval for Rex Huffman to accept the terms of the agreement with CSX. Bill Barber asked that the alternate tower bid from Caldwell Tanks in the amount of

\$719,000 be accepted. 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 2008-206.** In the matter of sanitary sewer line #7102D, Thompson Road sanitary sewer tap installations, Wood County, Ohio. Bill Barber asked for approval of this resolution to proceed with the project. He stated no objections were received. Melinda Kale made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-207.** Change order #5A, B. Hill's Excavating, Inc. Village of Risingsun sanitary sewer project, SS #1901. Clint Wells stated this change order is an increase of \$143,250.00 for additional asphalt paving in the village. He stated the village was granted additional loan money through USDA to pay for the change order. Melinda Kale made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2008-208.** Authorize the partial release of retainage for the Village of Risingsun sanitary sewer project, SS #1901. Bill Barber asked for approval of a partial release of retainage in the amount of \$119,195.12. 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 2008-209.** Authorize a contract with Poggemeyer Design Group for the Weston water tower project. Bill Barber asked for approval of a contract with Poggemeyer Design Group for the Weston water tower. He stated the total contract cost is \$169,685. John Cheney asked how the District will be funding this project. Dave Cook stated the District received a grant for \$325,000; the balance will be revenue bonds. Alex Molner questioned the \$73,500 in design cost and thought that was an excessive amount. After much discussion, John Cheney suggested the resolution be tabled for further review of the cost. Alex Molner made a motion to table. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2008-210.** Authorize the renewal of the Products and Services Sale Agreement with Meyer Hill Lynch Corporation. Gavin Smith asked for the approval to renew the IT contract with Meyer Hill Lynch. He stated the contact renewal is for one year at \$71,450.00 and includes the same support as last year, but also includes Meyer Hill Lynch stocking inventory for our servers. Melinda Kale made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolutions 2008-211.** Authorize a service agreement with Marlin E. Gwinn, Trustee. Stephanie Challender stated Marlin Gwinn owns a home at 201 Main St. in Walbridge and also an adjacent parcel next door that he is building a new home one. He has requested to tie both homes into the same sewer lateral. Ms. Challender stated since the District is unaware of what Mr. Gwin's intentions are for the existing home a service agreement has been obtained to protect any possible new owners of the existing home from being disconnected from the sanitary sewer. 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 2008-212.** Personnel Actions.

Bill Barber reviewed the following actions:

1. Approval to hire Kyle Brueggemeier, Sanitary Engineering Aide II, effective December 1, 2008.

Alex Molner made a motion to approve the above items. Adam Seibert 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:	November 20, 2008 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	December 4, 2008 7:30 a.m.	District Operations Facility Regular Meeting

**Adjournment**

Adam Seibert 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

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