

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, OCTOBER 16, 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, October 16, 2008 at 7:30 a.m.

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

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

Members absent: John Current, Bill Hirzel

Others:

Bill Barber	Mike Stoll	Leanne O'Brien
Jerry Greiner	John Sopko	Val Megyesi
Dave Cook	Dan Wickard	Stephanie Challender

Clint Wells, Poggemeyer Design Group
Rex Huffman, Spittler, Huffman LLC

Approval of Minutes

The minutes of the regular meeting held on October 2, 2008, were reviewed. Phil Shaffer made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

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. John Ault made a motion to table. Lyle Schulte 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. John Ault made a motion to table. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

New Business

Resolution 2008-194. Recognition of Paul Brim for his efforts on behalf of the District. Jerry Greiner 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 2008-195. Amendment #1, State of Ohio Department of Development grant agreement for the Ohio Job Ready Sites Program. Jerry Greiner reviewed the current issues with the Board regarding this project and stated the Ohio Department of Development has approved a one year time extension for project completion. Mr. Greiner stated this resolution will extend the deadline from December 2009 to December 2010. Lyle Schulte made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-196. Receipt and action on bids received for the JRS tower project. Bill Barber stated this resolution is to extend the award of the bid for an additional 30 days for the JRS water tower. Bill Barber stated the contractor was in agreement to the 30 day extension. Alex Molner made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-197. Amendment #1, Lake Towne Senior Village LLC developer's agreement. Mike Stoll stated this amendment is for an additional 460 feet of 8" gravity sewer north of the Lake Towne site. Mr. Stoll stated the total cost for this extension is \$36,025.00 which will be paid by the developer. Alex Molner made a motion to approve. Phil Shaffer seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-198. Amend Resolution 2008-191, Advertise for Statement of Qualifications from professional design firms. Jerry Greiner stated the original date of October 9th for advertisement was missed; the amended resolution advertisement dates will be October 21st and 28th. 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 2008-199. Review and approval of utility easements for the Route 64 waterline extension, WL #320E. Stephanie Challender stated an easement was obtained for \$1.00 from Daniel and Natalie Niemiec. 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 2008-200. Authorize the sale of surplus vehicles via internet auction. Jerry Greiner stated this resolution is for approval to sell a 1997 Ford pick-up via GovDeals internet auction. Phil Shaffer made a motion to approve. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2008-201. Personnel Actions.

Jerry Greiner reviewed the following actions:

1. Approve job description for Project Manager.
2. Approval to hire Tyler Herringshaw part-time mechanic's helper, effective October 14, 2008.
3. Approval to change job classification for Jason Bomeli from Sanitary Treatment Maintenance Operator I to Sanitary Treatment Maintenance Operator II, effective October 11, 2008.

Lyle Schulte made a motion to approve the above items. Alex Molner 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: Agenda for the Ohio Rural Water Association fall quarterly meeting to be held on October 30th, Ohio Public works grant agreement for the Weston water tower, Copy of letter to Cecil Adkins regarding flow monitoring of his private sanitary sewers at Walnut Hills Mobile Home Park, E-mail regarding identity theft training, Invitation to the Wood County Historical Museum 2008 gala fundraiser event, Invitation to the Atlantik-Brucke Delegation trip to Ohio Reception, Agenda for the Water One Association meeting, E-mail from Tony Damon regarding North Baltimore interest in being regional water and sewer provider, Wood County Area Housing Stats, E-mail from Dan Wickard to Bill Ash regarding entry point TTHM's, E-mail from Jerry Greiner regarding Bowling Green water meeting follow-up, Thank you e-mail form the Islamic Center, Information from Brooks insurance regarding claims procedures, Weekly WaterShed revenues, Thank you letter from the Safety Council for support of the 8th Annual Golf Benefit, Thank you letter from Christ's Bible Church for involvement in their Patriot's Day Event, Training brochure from Ohio RCAP for Management for Local Officials, September CCAO Newsletter, Map of the Wood County Dairies and existing waterlines, Article regarding CSX Intermodal facility, Article regarding Northwood rates may climb with membership, Article regarding SSOE, and an article regarding the First Solar expansion.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Ohio Rural Water Association meeting here October 30, 2008.
- Met with Bowling Green and a County Commissioner October 8th to discuss water needs.
- Met with the Rossford TID Board October 10th
- 2nd Northwood meeting October 23rd.
- Year end meeting with the County Commissioners November 6th at 10:00 a.m.
- Public meeting with Stony Ridge September 30th and October 8th.
- Southern Wood County Economic Development meeting October 20th.
- Risingsun/Scott Twp grants applications are in. 39 were approved Risingsun and 5 for Scott Township.
- Henry County/McClure meeting on October 13th was cancelled.
- District will be closed November 11th.
- Jerry will be on vacation November 6-12; Department heads will run November 6th Board meeting.
- Risk Management committee memo was circulated to the Board for further discussion.
- Finance Department received an award for excellence in financial reporting. Only 5% of public entities receive this award in the state!

Reports of Committees:

Jerry Greiner stated the Extension committee met on Tuesday, October 14th and said stated the committee minutes were circulated to the Board.

Executive Session

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting:	November 6, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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Regular Meeting:	November 20, 2008 7:30 a.m.	District Operations Facility Regular Meeting
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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 Cheney
President

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