

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, OCTOBER 25, 2007**

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 25, 2007 at 7:30 a.m.

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

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

Members absent: None

Others:

Jerry Greiner	Beth Vannett	Bill Barber
Dave Cook	Leanne O'Brien	John Sopko
Mike Stoll	Val Megyesi	Gavin Smith
Jim Cheatwood		

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

Merlyn & Julia Williams	20398 Green Rd	Bowling Green, OH
Bill & Ruth Garrett	20640 Green Rd	Bowling Green, OH
Doug & Sherry Sauer	19556 Cross Creek	Bowling Green, OH
Doug & Linda Michaelis	20710 Green Rd	Bowling Green, OH
Steve Powell	17110 Kellogg Rd	Bowling Green, OH
Larry Mourdock	20140 Green Rd	Bowling Green, OH
Chuck Dunn	17900 Robinson Rd	Bowling Green, OH
James & Heidi Thomas	20798 Green Rd	Bowling Green, OH
Ray Myerholtz	19830 Cross Creek	Bowling Green, OH
Tom Asmus	19910 Cross Creek	Bowling Green, OH
James Cheatwood	16984 Robinson	Bowling Green, OH

At this time John Ault welcomed residents from the Washington Township area. Bill Barber stated a necessity resolution for a water line(s) was on the agenda for the Board's consideration for Cross Creek, Robinson and Green Roads area. He stated these areas were petitioned areas for water and presented a handout to the Board with a timeline and maps indicating the areas affected.

Steve Powell, Washington Township Trustee thanked the District for their involvement and hard work in the transmission line that was recently installed on Tontogany Road that precipitated these new water petitions.

Tom Asmus stated that he was an original petitioner of water on Cross Creek and stated most residents were in favor of the project.

Larry Mourdock asked if project will proceed on Green Road since one petitioner asked to be removed.

Bill Barber stated that if more petitions were signed they would reach the necessary 60%.

Heidi Thomas stated she was able to obtain 2 more signatures.

Bill Garrett asked why the original estimated assessment was \$23,000 and now is \$19,500.

Bill Barber stated that the length of the line was adjusted.

Bill Garrett asked if the bid could come in lower than anticipated.

Bill Barber stated that it could come in less and the assessments would be recalculated.

Bill Garrett asked if the line would be placed between the road and the ditch.

Bill Barber stated that it would.

Phil Shaffer asked what would happen if the bid came in over the engineer's estimate.

Bill Barber indicated that the District usually absorbs the additional cost.

Doug Sauer asked what the unit cost was for Cross Creek.

Bill Barber stated the cost was \$11,843.00

John Cheney asked what the process was if someone builds on the as-deferred parcels.

Bill Barber stated that they would pay the assessed amount up front and it would then go against the debt, lowering the length of time to repay.

Larry Mourdock asked if all three projects could be bid at the same time.

Bill Barber stated that was his intention to bid all three together.

Heidi Thomas asked about the wording on the petition form indicating residents may be liable for costs incurred if project does not go through.

Bill Barber indicated that the District does incur costs of design and if the project does not continue residents could be assessed those costs.

**Resolution 2007-184**, Necessity Resolution, Green waterline extension, WL #399A. 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 2007-185**, Necessity Resolution, Cross Creek Road waterline extension, WL #399B. Terry Murray made a motion to approve. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-186**, Necessity Resolution, Robinson Road waterline extension, WL #399C. John Cheney made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Approval of Minutes**

The minutes of the regular meeting held on October 11, 2007 were reviewed. Lyle Schulte made a motion to approve. John Cheney 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: Legal notice regarding EPA public hearing for Five Point Road area, letter regarding closing documents for 2007 water resource revenue notes, E-mail requesting assistance at polling locations, Letter from the Wood County Commissioners accepting Terry Murray's resignation, Copy of resignation letter from Terry Murray, Weekly WaterShed revenues, Article regarding Lakota residents to vote on new school, Copy of Mike Curtis's certificate for Collections System Operator of the Year Award, Interoffice memo regarding insurance rates for 2008, Article regarding City of Sylvania talks with the City of Toledo regarding their water contract, Article regarding the City of Perrysburg reviewing 2008 proposed budget, E-mail regarding upcoming project meetings, Outline from the update meeting with the City of Bowling Green, Resolution from TMACOG amending the area-wide water quality management plan, Memo to management regarding the City of Rossford overview, Overview of landowner parcel acquisition timeline of events, Article regarding planning commission approving zoning change for Kroger development on Roachton Road and SR 25, Wood County Housing Stats, Article regarding water treatment system to go online in Delphos, Wood County Veterans Assistance Center Newsletter, Draft of the County Sanitary Engineers Association of Ohio, and the CCAO/CEAO Annual Winter Conference Registration and agenda.

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

Jerry Greiner reported:

- Meeting held October 11, 2007 with CSX representatives. Alternatives for water and sewer service to the site were discussed.
- Meeting with Hoytville was held October 23, 2007 to discuss water rates. John Cheney asked if there had been any discussion regarding Hoytville joining the District. Jerry Greiner stated there were some discussions, but the Village would have to wait until the project is closed out, USDA has said.
- Meeting with Perrysburg Township November 11, 2007 to discuss Fed-Ex site.

- Will be attending the Wood County Board of Commissioners meeting November 8, 2007 to give current and future project updates.
- Finance Committee will be held November 5, 2007
- Borrowing for Revenue Bonds will close October 31, 2007
- Mike Curtis received an award for Collections System Operator of the Year.

**Reports of Committees:**

None

**Unfinished Business:**

**Resolution 2007-125.** Acceptance and action on bids received for the Tracy Road and Oregon Road trunk sewer replacement, SS #100 area. Bill Barber stated action needed to be taken on this resolution to either accept the bid or reject it. He stated the contract had been hinging on talks with Rossford. John Cheney asked how many meters or customers Rossford had in their system. Dave Cook stated they had 2300. Lyle Schulte stated the mayor of Rossford was to send a letter to the District prior to the Board meeting indicating their intentions, since that wasn't done he proposed we approve the resolution. John Cheney asked if we could charge Rossford for the repairs. Jerry Greiner indicated he had discussed this possibility with Rex Huffman. John Cheney asked how we were going to pay for the repairs. Dave Cook stated the repairs would come out of sewer operating funds funded by a possible increase of rates and revenue bonds. Alex Molner asked whose rates would increase. Dave Cook stated all rates would increase. Alex Molner asked if a rate study could be done for that area alone. John Cheney asked what our rates are compared to Rossford's. Jerry Greiner said he understood they are a little higher. Dave Cook stated the District could set a separate O&M charge for that area. 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 2007-148.** Void resolution 2004-122, approval of an interagency agreement with the Village of Hoytville. Jerry Greiner suggested that this resolution be tabled. Alex Molner made a motion to table. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2007-149.** Review and approval of a Water Management Agreement with the Village of Hoytville. Jerry Greiner suggested that this resolution be tabled. Alex Molner made a motion to table. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2007-172.** Authorize a tower lease agreement with the City of Northwood. Jerry Greiner suggested that this resolution be tabled. Alex Molner made a motion to table. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2007-175.** Authorize an amendment to the water agreement for the City of Fostoria. Jerry Greiner suggested that this resolution be tabled. Alex Molner made a motion to table. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2007-176.** Authorize an agreement with the Village of Bloomdale. Jerry Greiner suggested that this resolution be tabled. Alex Molner made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

### **New Business**

**Resolution 2007-187.** Notice to proceed, Cross Creek and Liberty Hi Roads waterline extension, WL #301A. Bill Barber stated that this is a waiver project and this resolution is needed to proceed with the project. 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 2007-188.** Approval to advertise for bids for the Cross Creek and Liberty Hi Roads waterline extension, WL #301A. Bill Barber stated that the advertisement for bids will be placed November 12<sup>th</sup> and 19<sup>th</sup> with a bid opening on November 27, 2007. The engineer's estimate on this project is \$130,000. John Cheney made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-189.** Appointment of the Assessment Equalization Board for the Moline-Martin , Taylor and Neill Streets waterline extension, WL #189E. Mike Stoll stated this resolution is needed to appoint three members to the AEB board. The members will include Duane Abke, Tom Carpenter and Ted Deal. He stated all certified receipts are back with no objections so far. Lyle Schulte made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-190.** Acceptance and action on bids received for the East Broadway pump station backup power supply generator, WL #101. Bill Barber stated the lowest and best bid for this project was from Henning/SAAD inc. for \$203,857.00 and recommended awarding the bid to them. John Cheney asked how much Issue 1 money the District had obtained. Dave Cook stated between \$145-150K. 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 2007-191.** Approval to advertise for Engineering Qualification Statements for the year 2008. Bill Barber stated this resolution was for approval to advertise for the yearly statement of qualifications from engineering firms. John Cheney made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-192.** Authorize the release of retainage for the Hamlet pump station replacement, SS #410. Bill Barber stated that this project is complete and asks that the retainage of \$7,334.00 be released to the contractor. 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 2007-193.** Change order #1, Poggemeyer Design Group, WL #100 transmission main replacement. Bill Barber stated this is a change order for a \$2616.93 deduction for construction inspection that was done by District personnel. Terry Murray made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2007-194.** Authorize an agreement for the purchase of the Hannah/Liberty Hi Road waterline. Bill Barber stated that this resolution is to authorize an agreement with Norman Busch to purchase a private waterline on Hannah and Liberty Hi Road. The private line is being purchased in conjunction with the Cross Creek/Liberty Hi waterline project WL #301A. 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 2007-195, Personnel Actions.**

Jerry Greiner reviewed the following actions:

1. Approve the completion of the probationary period for Matt Bockbrader, Water and Sewer Maintenance Worker I, effective November 6, 2007.

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

**Resolution 2007-196.** Authorize a Products and Services Sale Agreement with Meyer Hill Lynch Corporation. Gavin Smith stated that this resolution is to authorize a contract with Meyer Hill Lynch for IT support services. The total contract is for \$82,801.93 which includes remediation of deficiencies found in the R. Dorsey study and an all inclusive IT support contract for the year 2008. John Cheney asked if this contract would replace our existing contract with Applied Imagination. Gavin Smith indicated that this contract would replace any existing contracts. Phil Shaffer asked if we could hire a full-time person to do this. Gavin Smith indicated a full-time person could be hired at a cost of \$40-50k, but would be an entry-level person limiting our flexibility. Phil Shaffer made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Receipt of Other Comments**

Lyle Schulte stated that he would like to have a letter sent to the City of Rossford indicating the Board approved Resolution 2007-125, which accepted the bid for the Tracy Road and Oregon Road trunk sewer replacement. Greiner said he would do this.

**Regular Meeting Dates**

Regular Meeting:	November 8, 2007 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	November 29, 2007 7:30 a.m.	District Operations Facility Regular Meeting

**Adjournment**

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

Respectfully Submitted,

John Current  
Secretary/Treasurer

JC/lob