

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, NOVEMBER 18, 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 18, 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 | Adam Seibert |              |

Members absent: None

Others:

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

Rex Huffman, Spitler, Huffman LLC  
Tom Stalter & Clint Wells, Poggemeyer Design Group  
Leonard Michaels, 327 Colony Rd, Rossford, OH  
Chuck Bostdorff, 18745 Brim Road, Bowling Green, OH  
Holly Myers, 14103 Hannah Road, Bowling Green, OH  
Dennis & Sue Knauss, 13941 Hannah Rd, Bowling Green, OH  
Mark Ketner, 13859 Hannah Rd, Bowling Green, OH  
Robert Stout, 14286 Hannah Rd, Bowling Green, OH  
Bruce Harris, 14227 Hannah Rd, Bowling Green, OH  
Ken Warnke, 14415 Nantucket, Bowling Green, OH  
David Arnold, 13931 Hannah Rd, Bowling Green, OH  
William Henry, 18783 Hull Prairie, Bowling Green, OH  
Jack Kieffer, 13207 Union Hill Rd, Bowling Green, OH  
Michael Clemens, 14161 Hannah Rd, Bowling Green, OH

### **Approval of Minutes**

The minutes of the regular meeting held on November 4, 2010, were reviewed. John Current made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes with the exception of Lyle Schulte and Adam Seibert who abstained.

**Approved.**

**Resolution 2010-168.** Accept the appointment from the member townships to fulfill the unexpired term of Phillip Shaffer. John Cheney stated this resolution is accepting the appointment of Lyle Schulte from the township members. Adam Seibert 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 Lyle Schulte who abstained. **Approved.**

At this time John Cheney welcomed residents from the Country Manor subdivision, Hull Prairie and Hannah Roads and asked if anyone would like to ask a question.

Ken Warnke stated his home was in Country Manor subdivision and that he also owned 3 parcels outside of the subdivision. He stated he was told by the District if he were to develop the empty parcels he would have to pay for the gravity sewerline. He requested that the front footage charge be removed the assessment for the 3 developable parcels.

Bill Barber stated that would not be a problem to remove the front footage charge; however the sewer bill would be slightly higher due to the debt service cost.

Holly Myers asked under whose authority this project was driven from.

Bill Barber stated that the Country Manor subdivision is unique in that they have their own sewer system. The system needs to be replaced and will be done with a new line with the flows going into Bowling Green. Customers along the route have a different structure than the subdivision and will be assessed the cost to connect.

Holly Myers stated she thought based on the public meeting there would be no cost to them.

Bill Barber stated we follow the Ohio Revised Code 6119 for assessments.

Holly Myers asked if there was an alternative to cost.

Bill Barber stated that we could look at incorporating the two projects together, but they may not see a benefit.

Holly Myers asked how they could request other alternatives.

Rex Huffman stated at this meeting other alternatives could be requested.

Mark Ketner stated the costs described at the public meeting for the Country Manor residents were between \$5k-7k, whereas the rest of the residents along Hull Prairie and Hannah are being assessed \$14k for a system they don't need and don't want. He stated this didn't seem fair.

Bill Barber said the residents of Country Manor paid for the original system when the homes were built. When a public sewer is built, residents along the line will be required to connect by the Wood County Health Department and pay their charges to connect.

Dennis Knauss stated that the residents on Hull Prairie and Hannah just want to be treated fairly.

Dave Arnold stated the cost equity is off; he has a good functioning system and does not want to be a part of the project.

John Cheney asked if the necessity resolution was stating the method of assessment.

Bill Barber stated that the method is included in the necessity resolution.

Lyle Schulte stated this project is very similar to Arlington Woods, where the new line ran down Bays Road and affected around 33 homes.

Bill Henry stated that he noticed on the Country Manor costs, the District was bearing ½ of the project costs. Will the District be doing the same for Hannah and Hull Prairie?

Bill Barber answered a new customer to the system bears the entire cost to tap in; whereas the residents in the Country Manor subdivision have paid in over the years through a repair and maintenance charge in their monthly sewer rates.

Dave Cook stated that typically on replacement and repair projects the District pays 100%, however in this case Country Manor residents will pick up 50% of the cost.

Ken Warnke said he attended both meetings and the presentation indicated the project cost was \$450k with Country Manor paying 50% and assessing \$130k of it to the residents of Hannah and Hull Prairie.

Holly Myers stated that the costs were not shared at the public meeting.

Bill Barber explained the cost of a pipeline is usually around \$22.00 a foot. The District uses a standard of \$13.00 per foot, which will give the customer some cost savings.

Holly Myers asked if there was no subdivision involved would the cost be the same.

Bill Barber said yes, they would be.

Mike Clemens asked what size pipe would be needed for 14 homes.

Bill Barber stated a 2" line.

Mike Clemens asked why a 4" is being built.

Bill Barber said the residents will only be paying for a 2"

Mark Ketner asked if there were no homes on Hannah and Hull Prairie would the line still be built?

Bill Barber said yes, it would still be built.

Mark Ketner stated the residents are being charged for a project they do not need or want and the people that need the project are not paying for it.

Mike Clemens asked if other homes are built how does that affect their assessment.

Bill Barber said a bond is purchased for the project. As other homes are built those front footage fees to tap into the line are applied to the bond and the length of time for the bond could be reduced.

Dave Cook stated that a waterline was constructed in Lake Township and assessed over a twenty year period, due to the amount of new taps to the line the bond will be able to be paid off in 15 years taking 5 years off the assessment.

John Cheney asked if the force main was put in and we didn't assess the owners along the line would the health department eventually make them connect and would the owners have to pay the fees in cash?

Dave Cook said yes, we are giving the owners an option to assess the cost over 20 years on their taxes. He stated he can currently borrow at a rate of 3 1/4 %.

Mike Clemens stated they were told the interest rate would be 4%.

Dave Cook stated a worst case scenario estimate is always given.

With no other questions, President Cheney thanked those in attendance for coming.

**Resolution 2010-169.** Necessity Resolution, Country Manor pump station and wastewater treatment plant abandonment, SS #3.2. Bill Barber reviewed the project and after some discussion 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 2010-170.** Necessity Resolution, Hannah and Hull Prairie Roads sanitary sewer tap installations, SS #3.2. John Ault made a motion to approve. Adam Seibert 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: Letter from the Wood County Commissioners reappointing John Cheney to the Board; Article on the City of Toledo water and sewer rates; Weekly WaterShed revenues; Invitation to the Wood County Economic Development Holiday Reception; Christmas dinner invitation to Maggie's; Agenda for the CCAO/CEAO Annual Winter Conference; Workplace Resources Newsletter; and various newspaper articles.

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

Jerry Greiner reported:

- Meeting weekly to discuss Toledo master meter conversion.

- Meeting with Rossford's attorney to discuss merger on November 19, 2010.
- Introduced Leonard Michaels to the Board, he will be the municipal board appointment, should Rossford join and the member villages support him.
- Letter was sent to the City of Perrysburg to discuss changing to monthly billing.
- JRS certification close to complete.
- Spoke with Penny Getz on possible land purchase for future expansion.
- Annual Customer meeting to be held in March or April 2011.
- Meet with Wood County Commissioners December 2, 2010 for annual update.
- Christmas dinner at Maggie's December 7, 2010.
- Received \$10,000 reimbursement from the state for our Lake Township tornado clean-up costs.
- Proposed a Committee of the Whole meeting on Friday, December 10, 2010 to review our cost estimates for the WL #100 area master meter conversion project at 7:30 a.m.

At this time, Dan Wickard asked the board to consider purchasing a second skid loader. He stated this was included in the 2010 budget and the cost of the purchase is \$35,000.00. Dave stated this would be purchased under the state purchase plan. After some discussion the board agreed to go ahead with the purchase.

#### **Reports of Committees:**

None to report

#### **Unfinished Business:**

None

#### **New Business**

**Resolution 2010-171.** Appointment of members to the Assessment and Equalization Board for the Hannah and hull Prairie Roads sanitary sewer tap installations, SS #3.2. Bill Barber requested Duane Abke, Mark Adams and Pat Bacon be appointed to the AEB Board. Alex Molner made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-172.** Appointment of members of the Assessment and Equalization Board for the Van Tassel Road sanitary sewer extension, SS #2300F. Bill Barber requested Duane Abke, Mark Adams and Dave Reid be appointed to the AEB Board. Melinda Kale made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-173.** Authorize the final release of retainage for the Weston water tower project. Bill Barber asked that retainage in the amount of \$64,200.00 be released to close out this project. John Ault made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-174.** Authorize the final release of retainage to Anderzack-Pitzen Construction, Inc., JRS waterline extension, WL #183L. Bill Barber asked that retainage in the amount of \$5,000.00 be released to close out this project. 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 2010-175.** Change order #2, Natgun Corporation, East Broadway clearwell, WL #100 area. Bill Barber stated this change order was for a deduction of \$12,766.31 for final quantity adjustments. Adam Seibert made a motion to approve the above actions. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved**

**Resolution 2010-176.** Authorize the final release of retainage to Natgun Corporation, East Broadway clearwell, WL #100 area. Bill Barber requested retainage in the amount of \$136,458.31 be released to close out this 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 2010-177.** Change order #3, Deer Creek Excavating, Inc., Stony Ridge and Lemoyne sanitary sewer project, SS #145/JRS sanitary sewer extension, SS #140E, Section B. Bill Barber stated this change order is an increase of \$62,802.21 for additional 6" sanitary sewer lateral piping, additional rock excavation and stone backfill for Section B only. 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 2010-178.** Authorize the final release of retainage to Deer Creek Excavating, Inc., for the Stony Ridge and Lemoyne sanitary sewer project, SS #145/JRS sanitary sewer extension, SS #140E, Section B. Bill Barber requested retainage in the amount of \$12,390.60 be release on this project. 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 2010-179.** Amend Resolution 2010.132, Authorize the final release of retainage to Landmark Structures Management for the JRS water tower project. Bill Barber requested retainage in the amount of \$33,830.00 be released for this project. 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 2010-180.** Amendment #3, Poggemeyer Design group, JRS waterline extension, WL #183L and Amendment #2, JRS sanitary sewer extension, SS #140E. Bill Barber stated amendment #3 is an increase of \$11,400.00 for design revisions including the addition of a custom meter vault and controls, administrative, survey, construction staking, and observation. Amendment #2is for an increase of \$16,400.00 for project redesign and revisions and related bidding and construction services including bidding, administrative, survey, construction staking and observation services, he said. Adam Seibert made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-181.** Authorize the final release of retainage to Anderzack-Pitzen Construction, Inc., for the Landfill sanitary sewer line extension, SS #610. Bill Barber requested retainage in the amount of \$5,827.63 be released on this project. Bill Hirzel made a motion to approve. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-182.** Resolution of Assessments, Landfill sanitary sewer line extension, SS #610. Bill Barber stated this resolution is to approve the assessment for the landfill sewer line. The final project cost was \$798,641.00, he said. Lyle Schulte made a motion to approve. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-183.** Amendment #2, Poggemeyer Design Group, Stony Ridge and Lemoyne sanitary sewer project, SS #145. Bill Barber stated this amendment is for an increase of 59,665.00 for the addition of Truman Road East and West as well as Genoa Road. Also, the Latcha Road pump station muffin monster. Lyle Schulte made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-184.** Accept the application from the City of Rossford to join the District. Dave Cook asked that this resolution be tabled. Bill Hirzel made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2010-185.** Approval of Expenditure Appropriations for Fiscal Year 2011. Dave Cook asked that this resolution be tabled. Bill Hirzel made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2010-186.** In the matter of fixing rates for sewer treatment and collection services, water distribution services and the sale of water in the District service areas. Dave Cook asked that this resolution be tabled. Bill Hirzel made a motion to table. John Ault seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

**Resolution 2010-187.** Change order #1, Meyer Hill Lynch, information technology support services in 2010. Gavin Smith stated this change order is for an increase of \$4,061.33 for increases to the annual contract amount to cover support services for additional equipment put into service during 2010. Adam Seibert made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2010-188.** Personnel Actions

Jerry Greiner reviewed the action as follows:

1. Approval to move Stace Dibling, Water and Sewer Maintenance Worker II to Sanitary Treatment Maintenance Operator II, Package Plant Crew, effective November 22, 2010. Subject to him receiving the proper licensing by the next testing opportunity in May 2011.

Alex Molner made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Receipt of Other Comments**

None

**Executive Session**

None

**Regular Meeting Dates**

|                  |                                |   |
|------------------|--------------------------------|---|
| Regular Meeting: | December 2, 2010<br>7:30 a.m.  | District Operations Facility<br>Regular Meeting |
| Regular Meeting: | December 16, 2010<br>7:30 a.m. | District Operations Facility<br>Regular Meeting |

**Adjournment**

Lyle Schulte made a motion to adjourn. Adam Seibert 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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