

**NORTHWESTERN WATER AND SEWER DISTRICT
REGULAR MEETING
THURSDAY, APRIL 27, 2006**

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, April 27, 2006, at 7:30 a.m.

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

John Ault	Paul Brim	John Cheney
John Current	Alex Molner	Joe Molnar
Terry Murray	Lyle Schulte	Phil Shaffer

Members absent: None

Others:

Jerry Greiner	Bill Barber	Dave Cook
Beth Vannett	Dan Wickard	Larry Brown
Stephanie Challender	Ted Bennett	Brian Monroe

Rex Huffman, Spittler, Huffman, Yoon & Newlove
Tom Stalter, Poggemeyer Design Group

Approval of Minutes

The minutes of the regular meeting held on April 13, 2006, were reviewed. Phil Shaffer made a motion to approve. Lyle Schulte seconded the motion. A voice call vote was taken with all present voting yes. **Approved.**

Correspondence

Mr. Greiner presented the correspondence file which was circulated and contained: TMACOG grant funding to replace septic systems information; Wood County Economic Development general membership meeting agenda; OWDA 2005 Annual Report; Internet article regarding a water kiosk burglary; April 24, 2006 Wood County Health Partners Agenda; Ohio Homeland Security DMA information; CCAO annual summer conference information; District vehicle list for publicly sealed bidding; Fifth Third Securities schedule of events for special assessment bonds; Leonard Stevens' obituary; Customers First for Government publication; Letter from David Chatfield, WC Board of Health president; CORD roster of directors.

Report by Executive Director and Other Officials

Jerry Greiner reported:

- Bids are due on April 28, 2006, for the surplus District vehicles. The bids will be presented at the next Board meeting for approval.
- Another draft of the upcoming annual planning meeting was circulated to the Board for consideration. Further discussion will occur at the next scheduled committee meetings.

- Discussion is continuing with officials with the village of North Baltimore concerning the village joining the District.
- The contractor for the Willowbend pumpstation met the substantial completion date.
- Conversations are continuing with the city of Rossford concerning the city joining the District.
- John Cheney and he attended the North Baltimore Chamber of Commerce dinner last night. The meeting was well-attended and very positive.
- The District-owned land in Tontogany will be cash rented this year. He is currently seeking quotes to farm the land.

After presenting the Director's report, Jerry Greiner introduced Brian Monroe, new District employee, who will be working in the District's field operations.

Reports of Committees:

None

Unfinished Business:

Resolution 2006-23, Necessity Resolution, East Wooster Street waterline extension, WL #345. Jerry Greiner stated that District officials are waiting for a response from the township trustees regarding the District's estimated construction cost proposal. He recommended this continue to be tabled until a response is made. **Tabled.**

Resolution 2006-42, Approval of a developer's agreement with Perrysburg One, LLC for Arbors of Perrysburg Development, WL #100C and SS #166B. Ted Bennett stated that this agreement has been sent to the developer for approval. He recommended that this continue to be tabled until the agreement is returned to the District. **Tabled.**

Resolution 2006-57, Approval of a lease for the WaterShed location in the City of Fostoria. Jerry Greiner reported that a third WaterShed location has been negotiated near the city of Fostoria. He reported that this site has a high traffic count and serves the purpose for these vending units. A lease has been negotiated with the property owner for this location, he said. The Board inquired about the terms of the lease and he provided details of the lease agreement. Rex Huffman added that in the future many property owners will use these master form lease agreements even though many of the terms and conditions will not be applicable for water vending units. After discussion, Terry Murray made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

New Business

Resolution 2006-59, Terminate the contract for services with Poggemeyer Design Group, for the Park Lane pumpstation, SS #131A. Bill Barber reported that in 2005, a contract was approved with Poggemeyer Design Group ("PDG") for the upgrading of this pumpstation which serves approximately 18 homes. After discussion with District

personnel, it was determined that the pumpstation did not need replaced but rather repaired, he said. He further added that the District would perform the repair work internally and PDG was agreeable to this. He therefore recommended that this contract with PDG be terminated. The Board inquired about the cost-savings of replacing the pumpstation versus repairing it and Mr. Barber provided the details. Alex Molner made a motion to approve. Joe Molnar seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-60, Approval of a license with Wood County Board of County Commissioners for antenna installation on water tanks. Bill Barber stated that the WC Sheriff's Department approached the District about installing an antenna on several District water tanks to provide better communications within it's department. A license agreement was drafted and he provided the details of same. Rex Huffman added that this is a license agreement and not a lease agreement which gives the District better control of the water tanks. He added that the license will be submitted to the Board of County Commissioners for execution. 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 2006-61, Approval of a developer's agreement with Erie Shores Real Estate Ltd. for Waterville Bluffs, SS #2000. Ted Bennett stated that this 10-lot subdivision will be located near the Bowling Green WWTP plant. He detailed the terms of the agreement which included oversizing costs. Alex Molner made a motion to approve. Terry Murray seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-62, Review and approval of easements for the Village of Tontogany waterline extension, WL #399. Larry Brown stated that easements with St. Paul's Evangelical Lutheran Church and Robert & Tina Wilson are needed for the construction and maintenance of the water line system. 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 2006-63, Authorize the appropriation of permanent and temporary utility easements to construct the Tontogany waterline extension, WL #399. Larry Brown stated he has spoken to the homeowners about this needed easement, but the homeowners are unwilling to sign it. Rex Huffman outlined the appropriation procedures. Alex Molner made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-64, Review and approval of easements for the Linwood, Kramer, Dirlam & Huffman Roads waterline extension, WL #305A. Larry Brown stated that an easement with Anthony Vetter & Cheryl Hagemeyer-Vetter is needed for the construction and maintenance of the of the water line system. Phil Shaffer made a motion to approve. Joe Molnar seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-65, Approval of a lawn maintenance agreement for various District properties with Knickerbocker Services. Jerry Greiner stated that this is a three-year contract for lawn maintenance of several District-owned land parcels. Phil Shaffer made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-66, Change order #4, Hank's Plumbing and Heating, Inc., Moundview waterline replacement project, WL #232A. Bill Barber recommended that this be tabled until the change order information is received. **Tabled.**

Resolution 2006-67, Approval of a developer's agreement with Perrysburg Plaza, LLC, for the Perrysburg Plaza Market Center, SS #7102D and WL #7102E. Ted Bennett outlined the location and stated that the developer plans to extend sanitary sewer and water line services for commercial development. He provided details of the agreement which included oversizing and antidegradation credit language. Terry Murray made a motion to approve. John Cheney seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Resolution 2006-68, Personnel Actions

Jerry Greiner reviewed the actions as follows:

- A. Acceptance of the resignation of Kurt Joseph, Water & Sewer Maintenance Worker, II.
- B. Approval to post position, Water and Sewer Maintenance Worker, II, internally.
- C. Approval to hire William E. Tuttle, Water and Sewer Maintenance Worker, I, subject to (B) above. He will serve a 140-day probationary period.
- D. Approval to hire a GIS intern, subject to the terms and conditions set forth in the April 24, 2006, memo prepared by Jerry Greiner.
- E. Acceptance of the resignation of Larry Brown, Project Manager.
- F. Approval to post and/or advertise the position of Project Manager, if needed.

Terry Murray moved to approve all of the above listed personnel actions. Paul Brim seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

Executive Session

None

Other

None

Receipt of Other Comments

None

Regular Meeting Dates

Regular Meeting: May 11, 2006
7:30 a.m. District Operations Facility
Regular Meeting

Regular Meeting: May 25, 2006
7:30 a.m. District Operations Facility
Regular Meeting

Adjournment

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

Respectfully Submitted,

John Current
Secretary/Treasurer

/smc