

**NORTHWESTERN WATER AND SEWER DISTRICT  
REGULAR MEETING  
THURSDAY, MAY 21, 2009**

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 Operations Facility, Bowling Green, Ohio on Thursday, May 21, 2009 at 7:30 a.m.

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

John Cheney  
Melinda Kale  
Adam Seibert

John Current  
Alex Molner  
Phil Shaffer

Bill Hirzel  
Lyle Schulte

Members absent: John Ault

Others:

Jerry Greiner  
Bill Barber

Dave Cook  
Mike Stoll

Beth Vannett  
John Sopko

John Fischer, Peck, Shaffer & Williams  
Tom Stalter, Poggemeyer Design Group  
Rex Huffman, Spitler, Huffman LLP

**Approval of Minutes**

The minutes of the regular meeting held on May 7, 2009, were reviewed. Lyle Schulte made a motion to approve. John Current 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: the new housing starts to date and the system development fee report; the Village of Hoytville applied for a CDBG grant; letter to the contractor on the Hoytville waterline regarding cleanup issues; a letter from Dominion Energy to the Troy Township Trustees in support of the JEDD agreement; reminder of the open records training in August; flyer on Wood County Fair day for Chamber members on August 5<sup>th</sup>; Notice of the Wood County Heritage Days to be held at the Wood County Historical Society the weekend of June 13-14; income from the WaterShed units; lobbyist report from Eastman and Smith for lobbying efforts they did for the District and other entities a few years ago.

**Report by Executive Director and Other Officials**

Jerry Greiner reported:

- Troy Township approved the JEDD agreement with the City of Toledo at their May 20<sup>th</sup> meeting.
- We anticipate action next week from the City of Toledo on our water and sewer contract amendments.
- Bill Barber met with Arcadis regarding the IPA water needs and improvements that would have to be made to the District system. These are big volumes needed, with Toledo water the only entity with this kind of volume.
- Hoytville officially joined the District. We have prepared a newsletter to send to the residents with the May billing.
- He met with the Mayor of the Village of Portage, Mark Wolford, about their sewer system. They have named a finance committee to review their financial position.
- He met with the Board of County Commissioners to discuss the Landfill sewer project. They would like to proceed with a small diameter sewer line to serve their property only. This is about a \$1 million dollar project. It appears the District would oversee and construct the project as well as provide interim financing for the construction. The Commissioners would then pay the District for the actual costs.
- Bill Barber met with the City of Bowling Green. We are basically in agreement on a new sewer contract.
- The date for the planning meeting with the Board needs to be set. Mr. Greiner proposed either Thursday July 23 or July 30, or possibly Wednesday, July 29<sup>th</sup>.
- He met with Ottawa County officials yesterday to discuss the water study and get it started. It should take 3-6 months for the report to be completed.
- McClure is joining the Henry County Water and Sewer District, and it appears they do not want us involved at all.
- Wood County Educational Service Center received grant funds for employment for low income youths. We have submitted an application to get workers for the summer. This would be at no cost to the District.
- Rex Huffman has had discussions regarding development in Henry Township near the CSX Intermodal Facility. We are looking for economic development grant money to help fund a water and sewer study in that area.
- CSX waterlines are going in fast.
- We plan on having a Finance Committee meeting on June 4<sup>th</sup> after the regular Board meeting to do the audit review.

### **Reports of Committees:**

None

### **Unfinished Business:**

**Resolution 2009-32.** Approval of an intergovernmental agreement with the Board of County Commissioners for the Landfill sanitary sewer line extension, SS #610. Jerry Greiner asked that this resolution be tabled. Lyle Schulte made a motion to table. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Tabled.**

### **New Business**

**Resolution 2009-68.** Authorize the issuance of Water Resource Revenue Bonds, Series 2009A, for the Risingsun area wastewater collection and treatment project, SS #1901. Dave Cook reported the Risingsun borrowing was done in two separate issues due to the way USDA authorized the loans. This issue is for \$1,450,000. The total grant received for the project was \$1,564,000. 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 2009-69.** Authorize the Loan Resolution for the United States Department of Agriculture for the Village of Risingsun sanitary sewer project, SS #1901 (Series 2009A Issue). Dave Cook stated this resolution is the USDA form which needs adopted by the Board. Phil Shaffer made a motion to approve. Alex Molner seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2009-70.** Authorize the issuance of Water Resource Revenue Bonds, Series 2009B, for the Risingsun area wastewater collection and treatment project, SS #1901. This issuance is for \$950,000, which is the remainder of the project cost. Total borrowing is \$2,400,000. 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 2009-71.** Authorize the Loan Resolution for the United States Department of Agriculture for the Village of Risingsun sanitary sewer project, SS #1901 (Series 2009B Issue). This is the USDA form for the second issue which needs adopted by the Board. Adam Seibert made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2009-72.** Authorize the issuance of one year Water Resource Revenue Bond Anticipation Notes, Series 2009A, for various water and sewer projects. Dave Cook reported this one year note is for revenue related borrowing. This is the amount that will be paid by rates and will be included in the debt coverage for bond covenants. The District portion is \$3,550,000 to fund several projects. 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 2009-73.** Authorize the issuance of one year Special Assessment Bond Anticipation Notes, Series, 2009B, for various water and sewer projects. This is the amount that will be special assessments to various property owners for several projects in the amount of \$6,580,000. Phil Shaffer made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2009-74.** Notice of Intent to Proceed, Evansville Western Railway sanitary sewer improvements, SS #2500 and WWTP #25. Bill Barber reported we are ready to move forward on the sanitary sewer portion of this project. 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 2009-75.** Authorize the advertisement for bids for the Evansville Western Railway sanitary sewer improvements, SS #2500 and WWTP #25. Bill Barber stated we will be bidding this project once the EPA approval is received. 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 2009-76.** Amend the fees and charges schedule for services rendered by the District. Jerry Greiner reviewed the changes being proposed in the fees. The major item added is the fire line charges which were determined after research was done on what the charges should be. Phil Shaffer made a motion to approve. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2009-77.** Amend the equipment usage charges for services rendered by the District. Jerry Greiner state the only change we have is the employee rates for straight time, overtime, and double time being charged based on current rates. Bill Hirzel made a motion to approve. John Current seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

**Resolution 2009-78.** Authorize the sale of surplus items via internet auction. Jerry Greiner reported we had 3 items for sale, a pickup truck, the small dump truck and a hitch for a truck. 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 2009-79.** Recognition of Lola Judson for her service to the District. John Cheney recognized Lola Judson and thanked her for her service to the District. He also expressed appreciation for everything she had done over the years and wished her well in retirement. Lyle Schulte made a motion to approve. Melinda Kale seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Receipt of Other Comments**

None

### **Regular Meeting Dates**

Regular Meeting:	June 4, 2009 7:30 a.m.	District Operations Facility Regular Meeting
Regular Meeting:	June 18, 2009 7:30 a.m.	District Operations Facility Regular Meeting

### **Executive Session**

Phil Shaffer made a motion to adjourn to Executive Session to discuss the discipline of an employee. Lyle Schulte seconded the motion. A roll call vote was taken with all present voting yes.

Lyle Schulte made a motion to return to regular session. Bill Hirzel seconded the motion. A roll call vote was taken with all present voting yes.

Note: Melinda Kale left the meeting immediately after the executive session.

### **Other**

After discussion in executive session, Bill Hirzel made a motion to demote Tom McGrain, an employee of the District, from a Water and Sewer Maintenance Worker II to a Water and Sewer Maintenance Worker I position effective May 18, 2009. Adam Seibert seconded the motion. A roll call vote was taken with all present voting yes. **Approved.**

### **Adjournment**

Phil Shaffer 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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