

PRESIDENT  
Michael Jacob

VICE PRESIDENT  
Greg Schafer

TREASURER  
Robert Cooper

SECRETARY  
Ronda Phillips

**AYERSVILLE WATER AND SEWER DISTRICT**  
**13961 FRUIT RIDGE ROAD**  
**DEFIANCE, OH 43512**  
**PHONE 419-395-1733**  
**FAX 419-395-2533**

BOARD MEMBERS  
John Miller  
John Ehlinger  
Janet Beardsley

DISTRICT MANAGER  
David Wright

DISTRICT CLERK  
Gayle Decator

**AGENDA FOR THE BOARD MEETING ON JUNE 13, 2017**  
**MEETING STARTS AT 7:00 P.M.**

- A. Call to order, in accordance with ORC 121.22
- B. Roll Call of Officers and attendees
- C. Public Comment – Limit input to a reasonable time (up to 3 mins.)
- D. Reading and approval of the previous meeting's minutes – May 18, 2017
- E. Correspondence
- F. Reports of Officers and Committees
  - i) President
  - ii) Treasurer
    - a) Review of the Monthly Financial Reports for May 2017
      - 1) bank statements
      - 2) bank reconciliation
      - 3) customer adjustment
      - 4) wage and leave report
      - 5) purchase orders
      - 6) vendor list
      - 7) water and sewer billing report
    - b) Motion to approve monthly reports
  - iii) District Manager – review District Manager's monthly report
  - iv) Employee Relations committee – insurance premiums, HSA increases
  - v) Rules committee – color coding the fire hydrants
- G. Unfinished Business from previous meeting, per agenda or motion
  - i) Motion to establish a records retention committee
  - ii) Motion to adopt resolution 1706.01 to submit an amended records retention schedule for approval by the State Archives and State Auditor
  - iii) Motion to adopt resolution 1706.02 to amend the district's employee handbook
- H. Enter executive session, in accordance with ORC 121.22, if necessary, and specify topics
- I. Return from executive session and reopen public meeting

J. Additional business, if applicable

K. Adjournment