

PRESIDENT
Michael Jacob

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

VICE PRESIDENT
Greg Schafer

TREASURER
Robert Cooper

DISTRICT MANAGER
David Wright

SECRETARY
Ronda Phillips

DISTRICT CLERK
Gayle Decator

MINUTES FOR THE BOARD MEETING ON JULY 20, 2017
MEETING STARTS AT 7:00 P.M.

- A. Vice President G. Schafer called the meeting to order, in accordance with ORC 121.22, at 7:00 pm.
- B. The roll was called for Officers and attendees. Officers in attendance were G. Schafer, R. Cooper, R. Phillips, J. Beardsley, J. Miller, and J. Ehlinger. Others at the meeting were David Wright, Mark Manon, and attorney Carl Ireland. Absent was M. Jacob.
- C. Public Comment – There were two visitors to the meeting tonight – William and Angela Shook. The couple is building a home at 25176 Watson Road and submitted an application for water and sewer service at the property and a drawing of the build site. They have already paid the tap and assessment fees. The purpose of their visit was to introduce themselves and sit in on the meeting. David stated that they are related to is fiancé.
- D. Minutes for the June 13, 2017 meeting were read by attendees and D. Wright stated that the change he had sent was not included in the copy shared with the trustees. A motion to accept the minutes was made by J. Ehlinger, with a second by J. Miller, pending the correction in the District Manager report being made to the minutes; vote was as follows – all in favor, with none opposed. Motion carried.
- E. Correspondence – there was no additional correspondence shared at the meeting.
- F. Reports of Officers and Committees
- i) President – no report at this time
 - ii) Treasurer
 - a) R. Cooper reviewed the following monthly Financial Reports for May 2017
 - 1) bank statements - G. Schafer referenced an inactivity fee. D. Wright noted the item had been corrected in the report
 - 2) bank reconciliation
 - 3) customer adjustment
 - 4) wage and leave report
 - 5) purchase orders
 - 6) vendor list
 - 7) other reports - water and sewer billing report, appropriations, income
 - b) A motion was made to approve the following monthly reports – Bank statements, bank reconciliation, customer adjustment, wage and leave, purchase orders and the vendor list, by R. Phillips, with a second by J. Beardsley: vote as follows – Yea; R. Cooper, R. Phillips, J. Beardsley, J. Miller, J. Ehlinger and G. Schafer, with none opposed. Motion carried.

- iii) District Manager – DM D. Wright reviewed District Manager's monthly report.
 - a) Update from previous meeting – the trench box that was ordered since the last meeting will be arriving in two weeks.
 - b) The asphalt drive in front of the District office will need to be replaced in the near future as it is at the end of its life span and beyond reasonable repair. David asked that the expense be added to next year's budget.
 - c) David shared photos of the flooding that swamped the lift stations during the recent heavy rains, causing water to flow over the well at the Dohoney Road lift station. The check valve was replaced on July 20, 2017. Water was so high at the South Dohoney lift station that it lifted the manhole cover.

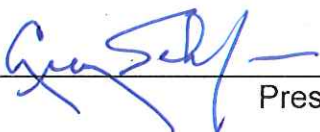
G. Unfinished Business from previous meeting, per agenda or motion

- i) Resolution 1707.01 to establish a records retention committee, as required by the State Auditor's office; motion was made to accept the resolution by J. Ehlinger, with a second by J. Miller. Vote as follows: all in favor, with none opposed. Motion carried.
- ii) A motion to adopt Resolution 1707.03 to submit an amended records retention schedule for approval by the State Archives and State Auditor, was made by J. Beardsley with a second by R. Phillips. Vote as follows; all in favor, with none opposed. Motion carried.
- iii) A motion to adopt Resolution 1707.02 to amend the district's employee handbook to include the records retention committee and records retention schedule, was made J. Miller, with a second by J. Beardsley. Vote as follows: all in favor, with none opposed. Motion carried.

H. Additional business

- i) C. Ireland opened the discussion of the OEPA Findings and Orders, received on July 12, 2017. The trustees received an electronic copy by email, and Mr. Ireland reviewed his abbreviated version, and the importance of having a consulting firm to meet with the OEPA attorneys and work out methods of remediation for TTHM levels. He noted that Brunersburg WD and City of Defiance and is already working on TTHM remediation, which should help AWSD as our supplier. He commented that the completion of the new water tower with built-in aeration system should help our issue. We should look into hiring one of the firms that we already requested bids from for our most recent project. David would like to get an aerator in our water tower.
- ii) A motion to adopt Resolution 1707.04 to retain a consulting engineering firm. The OEPA has issued Findings and Orders as a result of the high TTHM levels and hiring the consulting engineering firm to develop a response to the OEPA's directives. The motion was made by R. Phillips, with a second by J. Ehlinger. Vote as follows; R. Cooper, R. Phillips, J. Miller, J. Beardsley, J. Miller and G. Schafer, with none opposed. Motion carried.
- iii) A motion was made to authorize the Rules Committee to review and analyze District insurance policy quotes and choose an insurer, by J. Beardsley with a second by G. Schafer. Vote as follows; all in favor, with none opposed. Motion carried.

- J. A motion for adjournment of the meeting was made by R. Phillips, with a second by J. Miller, at 8:19 pm. Vote as follows: all in favor, with none opposed. Motion carried. Meeting adjourned at 8:20 pm.



President, Ayersville WSD



Secretary, Ayersville WSD