

PRESIDENT  
Greg Schafer

**AYERSVILLE WATER AND SEWER DISTRICT**  
**13961 FRUIT RIDGE ROAD**  
**DEFIANCE, OH 43512**  
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BOARD MEMBERS  
John Miller  
Vacancy  
Vacancy

VICE PRESIDENT  
John Ehlinger

TREASURER  
Janet Beardsley

DISTRICT MANAGER  
David Wright

SECRETARY  
Ronda Phillips

DISTRICT CLERK  
Gayle Decator

**MINUTES FOR THE BOARD MEETING ON NOVEMBER 16, 2017**  
**MEETING STARTS AT 7:00 P.M.**

- A. The meeting of the Ayersville Water and Sewer District Board of Trustees was called to order, in accordance with ORC 121.22, at 7:00pm.
- B. Roll Call of Officers and attendees was made with the following members in attendance; Greg Schafer, John Ehlinger, Janet Beardsley, Ronda Phillips, John Miller, Jason Schafer and David Wren. Other people in attendance were Carl Ireland. David Wright did not attend due to scheduling conflict.
- C. Public Comment – No members of the public in attendance
- D. Reading and approval of the previous meeting's minutes – October 19, 2017; motion was made by J. Ehlinger, with a second by John Miller, to approve the minutes from the previous meeting as written. Vote as follows: all in favor, with none opposed. Motion carried.
- E. Correspondence – there was no correspondence to read at the meeting
- F. Reports of Officers and Committees
  - i) President
    - a) Pro-rated vacation time for Gayle Decator (vacation back to original start date) was approved at the last meeting, and Gayle has been received all approved back vacation time.
    - b) Look into compensation for Board members and put together a resolution – this resolution was tabled until the next meeting.
    - c) Amend AWSD Employee Handbook – Review and revise starting Jan. 2018 – we need to work on this item at the next meeting, or decide to hand it off to the proper committee
  - ii) Treasurer
    - a) Review of the Monthly Financial Reports for November 2017
      - 1) bank statements
      - 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, etc.
    - b) Motion to approve monthly reports was made by J. Miller, with a second by J. Schafer. Vote as follows: Yea – D. Wren, J. Beardsley, R. Phillips, J. Miller, J. Ehlinger, J. Schafer, G. Schafer, with none opposed. Motion carried.
    - c) Progress on 2018 Final Budget was reported out in Budget committee report

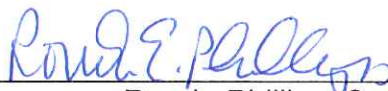
- iii) District Manager – members reviewed the District Manager's monthly report
  - a) Liquid Chlorine and Engineering plan updates
  - b) Water line flushing schedule was completed in the days before the meeting
  - c) Internal rate study – David Wright continues to work on the rate study
- iv) Budget Committee Meeting – October 24, 2017: Paul Rennick sent an email concerning the draft of the 2018 Budget with his approval of the items submitted. Budget committee scheduled their next meeting for Dec. 6, 2017, to finalize the budget and have copies ready for the next business meeting on December 21, 2017.

G. Additional business

- i) Carl Ireland discussed the insurance proposal by Conrad Beck. Mr. Beck suggests a retroactive bond to October 20, 2017, at a cost of \$50 through Travelers Insurance to cover the Treasurer against government crimes and all other crimes. Other board members will be covered under the Ohio Plan. This coverage for the Treasurer costs less than our current coverage. Mr. Beck's email has the coverage limits, deductibles and other information. R. Phillips asked to be included in the email traffic on insurance coverage. A motion was made to approve Conrad Beck's insurance proposal to place a retroactive bond for the Treasurer back to October 21, 2017, by D. Wren with a second by J. Ehlinger. Vote as follows: all in favor, with none opposed. Motion carried.
  - iii) Carl Ireland discussed that an indemnity clause be added to the by-laws. A motion was made to approve Resolution 1711.01, which would amend by-laws to add indemnity process, by R. Phillips with a second by D. Wren. Vote as follows: Yea; J. Schafer, J. Ehlinger, J. Miller, R. Phillips, J. Beardsley, D. Wren and G. Schafer, with none opposed. Motion carried.
  - iv) There was discussion on increasing the employee compensation for David Wright as he has been with the District for one year and has passed the Class I Water Operator license. Further discussion will happen at the next meeting in December.
- J. A motion was made for adjournment of the meeting by J. Ehlinger with a second by J. Miller. Vote as follows: all in favor with none opposed. Motion carried. Meeting adjourned at 8:05pm.



Greg. Schafer, President



Ronda Phillips, Secretary