

PRESIDENT

Greg Schafer

VICE PRESIDENT

John Ehlinger

TREASURER

Janet Beardsley

SECRETARY

Ronda Phillips

AYERSVILLE WATER AND SEWER DISTRICT

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BOARD MEMBERS

John Miller

Vacant

Vacant

DISTRICT MANAGER

David Wright

DISTRICT CLERK

Gayle Decator

MINUTES FOR THE BOARD MEETING ON SEPTEMBER 21, 2017
MEETING STARTS AT 7:00 P.M.

- A. The monthly meeting was called to order, in accordance with ORC 121.22, at 7:00 pm.
- B. Roll call of Officers and attendees was taken. Those board members in attendance were G. Schafer, J. Ehlinger, J. Beardsley, R. Phillips and J. Miller. Also in attendance were D. Wright, M. Manon, and attorney C. Ireland.
- C. Public Comment – Contractor Mike Miles submitted the invoice for the water and sewer tap for the William Shook property. Mr. Miles was asked to provide a written quote on two separate occasions without a response. The invoice came in lower than the verbal quote, but tonight was the first time that the District was able to review an itemized list. David will email the quote to the Board members for review and approval. J. Miller made a motion to approve Mike Miles' invoice contingent on review by Board members. 2nd by J. Ehlinger, with vote as follows; Yea – R. Phillips, J. Beardsley, J. Miller, J. Ehlinger, and G. Schafer, with none opposed. Motion carried.
- D. Board members read the previous meeting's minutes – August 20, 2017. R. Phillips made a motion to approve the minutes, with J. Ehlinger made the 2nd. Vote as follows – All in favor with none opposed. Motion carried.
- E. Correspondence
- i) Resignation of R. Cooper as Treasurer – a letter was received from Highland Township Trustees on September 10th indicating the resignation of Robert Cooper from the AWSD Board of Trustees. The Board would like to thank Mr. Cooper for his time and direction during his time as Secretary and Treasurer over his time on the Board.
- F. Reports of Officers and Committees
- i) President
- a) A motion to replace R. Cooper as treasurer with J. Beardsley, who was m=nominated at the last meeting, was made by G. Schafer, with a 2nd by J. Ehlinger. David contacted Conrad Beck to get the temporary bond set for Janet as our new treasurer. The limits will be the same as were set up for previous treasurer.
- b) In light of Mike Jacob and Bob Cooper's resignations, we now have 2 Board vacancies.
- c) David is working on an In-house rate study to help determine whether there is a need to change customer rates. The study is in the early stages.
- d) New members still be sought by the Township Trustees - There are 3 or 4 people that will be submitting letters to Highland Twp. to fill the open positions. Next Twp. Board meeting is on October 9, 2017
- e) Review of committee assignments – See attached list of committees, members
- f) The 2018 Preliminary budget was reviewed by the Budget committee and submitted to accountant Paul Rennick for his review. A motion to accept the preliminary budget

for 2018 by J. Ehlinger, with a 2nd by J. Beardsley. Vote as follows: Yea – J. Ehlinger, J. Miller, J. Beardsley, R. Phillips, and G. Schafer, with none opposed. Motion carried

ii) Treasurer

- a) J Beardsley reviewed the following Monthly Financial Reports for August 2017
 - 1) bank statements
 - 2) bank reconciliation
 - 3) customer adjustment
 - 4) wage and leave report
 - 5) purchase orders
 - 6) vendor list
- b) A motion was made to approve monthly reports by J. Ehlinger, with a 2nd by J. Beardsley. Vote as follows: Yea – J. Ehlinger, J. Miller, J. Beardsley, R. Phillips, and G. Schafer, with none opposed. Motion carried.
- c) J. Beardsley reported that there were minor adjustments to cover electricity for the 2017 budget

iii) District Manager – David reviewed items on the District Manager's monthly report that was emailed to the Board members.

iv) C. Ireland – Line items for review

- a) Records committee meeting – The District held their 1st records committee meeting tonight. Those in attendance were G. Schafer, R. Phillips, G. Decator, D. Wright, and C. Ireland. Nominations were held for offices and the first order of business was brought to the committee.
- b) OEPA conference call with StanTec engineers concerning TTHM readings. The Board needs to show that we are working with the firm to alleviate the issue. StanTec will offer a variety of options to choose from. The firm has also requested District data, past M. O. R.s and other requests. We should also consider signing a long-term Master Services Contract
- c) Discussed the treasurer position and potential liability associated with the position.

G. A motion was made to enter executive session, in accordance with ORC 121.22, at 8:16 pm., to discuss employee compensation, was made by J. Ehlinger with a 2nd by J. Miller. Vote was all in favor with none opposed. Motion carried.

H. A motion was made to return from executive session and reopen public meeting at 8:55 pm, by J. Miller with a 2nd by G. Schafer. Vote was all in favor with none opposed. Motion carried.

I. Additional business – next Budget committee meeting scheduled for October 4, 2017 at 5:30 pm.

J. Motion to adjourn the meeting was made by J. Ehlinger, with a 2nd by G. Schafer at 8:56 pm. Vote was all in favor, with none opposed. Motion carried.


Greg Schafer, President


Ronda Phillips, Secretary