

PRESIDENT

Greg Schafer

VICE PRESIDENT

Joanne Tuttobene

TREASURER

Robert Cooper

SECRETARY

Ronda Phillips

**AYERSVILLE WATER AND SEWER DISTRICT**

**13961 FRUIT RIDGE ROAD**

**DEFIANCE, OH 43512**

**PHONE 419-395-1733**

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BOARD MEMBERS

John Miller

John Ehlinger

Michael Jacob

DISTRICT ANAGER

Caleb Antoine

DISTRICT CLERK

Gayle Decator

**MINUTES FOR THE SPECIAL BOARD MEETING ON AUGUST 10, 2016  
MEETING STARTS AT 7:00 P.M.**

**FOR THE PURPOSE OF DISCUSSING CURRENT AND FUTURE STAFFING LEVELS  
AND BENEFITS**

- I) The meeting was called to order, in accordance with ORC 121.22, by President Schafer at 7:00pm.
- II) President Schafer took roll call. Those members present were:  
Greg Schafer, Robert Cooper, Ronda Phillips, Michael Jacob, John Miller, John Ehlinger, and Joanne Tuttobene. Also present was Attorney Carl Ireland. Those absent was DM Caleb Antoine, who had notified Pres. Schafer that he would not be returning in his role as District Manager earlier this week.
- III) Public comment –  
There were several community members present at the meeting. Brian Berry commented on the monthly bill that he had received for the Highland Township Fire Dept. Normal usage for the Fire station is around 700 gals. /month, but they were billed for water in excess of 6000 gals. for the month of July. There are only sinks and 2 toilets, and neither was running or leaking, and there is no indication of line breaks. Mr. Berry asked that the meter be looked at, and that the Fire Dept. be billed for their normal water consumption rate. The Board agreed to look into the issue and make any necessary adjustments.  
  
Mr. Berry also noted that there are 3 decommissioned fire hydrants in the District, two of which have been out of use for a year or more. These disabled fire hydrants open the district up to major liability if someone's house sustains damage because the hydrant was unusable. There was discussion about what it takes to fix the hydrants, and the need to fix them as soon as possible.  
  
Mr. Berry stated that there would be no bill submitted to the District for the use of the pumps to remove the water from the customer's basement during the recent water main break, citing good community relations and public service to keep the homeowner safe.

John Sindel had some additional comments for the board and is concerned with the safety aspects of having only one field employee. He made a couple suggestions, such as hiring a student from NWSCC as an apprentice, a Part-time office employee (which we have already done). He said that customers want to talk to a manager, and field workers need to be cross-trained.

Jamie Kuhlman reported that the Blanchard Road pump will be up and running by the coming weekend, and Gorman-Rupp will be giving Jamie some training on repairing those pumps, and Integrity will be picking up the old oil barrels that have been sitting in the backyard. Integrity will pick up those barrels on Thursday, August 11, 2016.

IV) Correspondence related to the purpose of the meeting

Joe Ewers – Joe will continue to conduct testing for THMs. If testing continues as it is currently, the District may be out of compliance. We are mostly okay because we have a water tower.

Pres. Schafer told the Board members that Nick Antoine has been contacted and told to return his uniforms, keys and any other District property that he has. As of this time, he hasn't complied with any of the requests.

Jamie Kuhlman asked that the EMA phone number be added to the contacts list for the District cell phone.

V) Employee Relations Committee reports

VP Tuttobene has been in contact with the City of Defiance about the sharing of services until we are able to get replacements for the employees that have left. The City doesn't do sharing of services because of potential liability. She has also contacted the Brunersburg and how they work with outside contractors. The Board discussed whether we need a full-time Manager/Director.

Treas. Cooper provided a list of approved, no-bid contract excavators that the District employees can contact in the case of emergency in the near future. The list was compiled with the help of Jamey Kuhlman, and the Board wishes to thank Jamey for his help with contacting the excavators and getting the pricing included in the list.

A motion was made by R. Cooper, with a 2<sup>nd</sup> by J. Tuttobene, to approve no-bid excavating contractors from the lists provided by needed. Vote was all in favor, with none opposed. Motion carried.

VI) Motion was made by R. Cooper, with a 2<sup>nd</sup> by R. Phillips, to enter into executive session in accordance with ORC 121.22, at 7:37 pm., for the purpose of discussing current and future staffing levels and benefits. Vote was all in favor, with none opposed. Motion carried

VII) Motion was made by R. Cooper, with a 2<sup>nd</sup> by M. Jacob, to return from executive session, in accordance with ORC 121.22, at 8:15 pm. Vote was all in favor, with none opposed. Motion carried.


VIII) New Business, by motion or agenda

A Motion was made by R. Cooper, with a 2<sup>nd</sup> by M. Jacob, to authorize the Employee Relations committee to solicit for a Full-time Salaried District Manager, and a part-time office assistant, and to set the wages and benefits for current and future employees. Vote as follows: Yea – J. Tuttobene, J. Miller, M. Jacob, R. Phillips, R. Cooper, and G. Schafer. Nay – J. Ehlinger. Motion carried

IX) A motion was made by J. Miller, with a 2<sup>nd</sup> by M. Jacob, to adjourn the meeting at 8:18 pm. Vote was all in favor, with none opposed. Motion carried.

/s/ Ronda Phillips, Secretary

  
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Greg Schafer, President

  
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Ronda Phillips, Secretary