

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 CLERK  
Gayle Decator

**MINUTES FOR THE BOARD MEETING ON SEPTEMBER 15, 2016**  
**MEETING STARTS AT 7:00 P.M**

- A. Meeting was called to order, in accordance with ORC 121.22, at 7:00pm by Greg Schafer.
- B. Those members in attendance were as follows; Greg Schafer, Joanne Tuttobene, Bob Cooper, John Miller, John Ehlinger and Mike Jacob. Secretary Ronda Phillips was on vacation. Others in attendance were Attorney Carl Ireland.
- C. There were two members of the public in attendance: Rick Baldwin and Jerry Stevens. Mr. Stevens presented a copy of a letter sent to the State of Ohio Ethics Commission stating that former Board members John Sindell (sic), Bill Kaufman and Frank Ambrosia (sic) are benefitting from lower assessments for new water and sewer hookups. Mr. Stevens voiced his concerns and gave a list of questions to be answered concerning the difference between the final and total costs between Phase A sewer project and Phase B project to the Board. The Board thanks Mr. Stevens for sharing his concerns and will continue to address them.
- D. The minutes from the previous Board meeting were presented for approval. A motion was made to accept the minutes from September 15, 2016, by Bob Cooper, with a second by John Ehlinger. Vote to accept the revised minutes was all in favor with none opposed. Motion carried.
- E. D. E. Lloyd Excavating sent a bill for a new water connection at Dave Delano house. The bill was for \$450.
- F. Reports of Officers and Committees
  - i) President's Report
    - a) Sewage pumps – there are two pumps still at Wyse Electric for rebuild. One is bad and the other is okay.
    - b) Hydrants – are we going to purchase a hydrant wrench?
    - c) Water break – will be brought up in executive session.
    - d) Ohiocheckbook.com – AWSD information is at the Ohio Treasurer's office.
    - e) Website – Meeting set and updates have been made.

- f) Invoice dispute (Craig Becher) –Carl Ireland sent a response to State of Ohio; further discussion to be covered in executive session.
- g) Low pressure complaint – Jamie and Joe are trying diagnose and locate a problem with a hydrant.
- h) TTHN update – Joe Ewers has responded to OEPA. The public must be notified. Time and quality of flushing was the likely cause. Joe is handling the response. Joe Ewers will start fall flushing at the end of October in Defiance; he sets the dates and testing. It takes two people to do the flushing. Mike Jacob to write a procedure for flushing.
- i) Help for operations – District has a contractor list and employees are encouraged to use it.
- j) Communications – Copied on emails, texts, etc. to all outside people. Per Carl Ireland, open meetings laws now include emails if sent to enough people to denote a quorum.
- k) Meeting - Carl Ireland has sent emails to Defiance. Meetings need to be set up with Brunersburg and the City of Defiance. Mike Jacob and Bob Cooper offered to meet with the city officials.
- l) Joe Ewers reported that the TTHN letters should be sent out. Flushing could have made it worse, and may continue. Samples are coming back from the proper locations; Defiance's numbers are coming back in range. Brunersburg has had similar problems. Joe has asked for Defiance's procedure for corrosion flush after TTHN test. Their line flush is scheduled for October 20, and again in April/May 2017. OEPA actions 1-4 have been completed.

Mr. Ewers commented on the customer's water pressure complaint, and stated that there was pressure but no flow. They are checking for leaks, faulty valves.

He also noted that chlorine tanks were replaced.

ii) Treasurer's Report

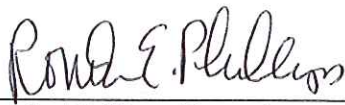
- a) The following reports were reviewed by the board members: bank statements, bank reconciliations, customer adjustments, wage and leave reports, and purchase orders. A motion was made to accept the reports by John Ehlinger, with a second by John Miller. All in favor with none opposed: motion carried.

iii) Secretary's Report – No reports; secretary was out of town for meeting

iv) Employee Relations committee

- a) The Employee Relations committee has received 19 resumes for the open position of District Manager. Six resumes made the cut and three people were chosen to be interviewed. Of the three people interviewed, one was chosen for the position. Further information will be discussed in executive session.

- G) Unfinished business –
- i) Dan Bakle – no new information on rate history for Mr. Bakle
- H) New Business
- i) Board okayed the purchase of a weed sprayer for \$127.49, and a DeWalt 18V cordless drill.
- I) A motion was made by Bob Cooper, with a second by Mike Jacob, at 8:37 pm, to enter into executive session according to ORC 121.22, for the purpose of discussing potential litigation and employee compensation. All in favor, with none opposed. Motion carried.
- J) A motion was made by Bob Cooper, with a second by John Ehlinger at 9:05 pm, to return from executive session. All in favor, with none opposed, motion carried.
- K) Additional Business
- i) Motion to allow Employee Relations committee to set the wages and benefits for the District Manager, and the authority to hire the District Manager, was made by Bob Cooper, with a second by John Miller. Vote was all in favor, with none opposed. Motion carried.
  - ii) The Request for Qualifications was published three times in the Crescent-News, and resulted in four companies submitting responses by the October 1<sup>st</sup> deadline.
- L) A motion to adjourn the meeting was made by Bob Cooper, with a second by John Ehlinger, at 9:15 pm. All in favor, with none opposed; motion carried. Meeting adjourned at 9:15 pm.



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Ronda Phillips, Secretary



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Greg Schafer, President