

AYERSVILLE WATER AND SEWER DISTRICT

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13961 Fruit Ridge Rd Defiance, OH 43512

WEBSITE: ayersvillewsd.com

BOARD

President- Greg Schafer **Vice President-** Jason Schafer **Treasurer-** Ronda Phillips **Secretary-** Kenton Miller
Members: John Miller, Janet Beardsley, Brian Berry **Legal Counsel,** Carl Ireland

EMPLOYEES

District Manager- Eric Wenzinger **Clerk-** Heather Baker **Field Operators-** John Lehnert, Wes Wenner

MINUTES FOR THE BOARD MEETING ON JANUARY 16TH, 2020 MEETING STARTS AT 7:00 P.M.

- A. Call to order, in accordance with ORC 121.22 was made by President Schafer at 7:00pm.
- B. President Schafer completed the Roll Call of Officers and attendees, with the following people in attendance: J.Schafer, B.Berry, J.Beardsley, K.Miller, R.Phillips, and G.Schafer. Also in attendance is Eric Wenzinger (District Manager), Heather Baker (Clerk) and Carl Ireland (District Attorney).
- C. Public Comment at this meeting –
 - 1) John Ehlinger – electrical issues due to grinder pump installation that tore the main power line coming in to property.
 - 2) Diana & Jason – delinquency catch up proposal
- D. Swearing in of officers by Carl Ireland: Ronda Phillips & Janet Beardsley continuing for another term.
- E. Reading and approval of the previous meeting's minutes – December 19th, 2019. Motion to accept the meeting minutes from December 19th was made by J.Schafer, with a 2nd by R.Phillips. Vote was all in favor, with none opposed. Motion carried.
- F. Correspondence – none
 - 1) **President**
 - a) Infiltration & leak detection
 - b) Website – online payments with DOXO/possibility of a scam issue & will alert customers to use other payment methods.

- c) Rate study – letter discussed, rate resolution for new rates (increased), base rate of water is \$48 to new rate of \$53, and for sewer base \$47 to new rate \$53.50. Motion to accept rate increase was made by R. Phillips with a 2nd by J. Beardsley. Vote was all in favor, with none opposed. Motion carried.
- d) TTHM – latest response to EPA – Stantec is to start being more in depth
- e) Election of officers –
 - 1) President – Greg Schafer
 - 2) Vice President – Jason Schafer
 - 3) Treasurer – Ronda Phillips
 - 4) Secretary – Kenton Miller
 - a) Motion to accept unanimous elected officers was made by J.Schafer with a 2nd by R.Phillips. Vote was all in favor, with none opposed. Motion carried.
- f) Committee assignments – stayed the same as in 2019 for 2020

2) Treasurer

- a) Review of the Monthly Financial Reports for December 19th, 2019
 - 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.Beardsley, with a 2nd by K.Miller. Vote as follows; Yea: J.Schafer, B.Berry, J.Beardsley, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried
- c) Additional Reports from Treasurer - none

iii) District Manager-review District Manager's Monthly Report

- a) Water main break – none to report
- b) New services-pending or in process Watson - **completed**, Bowman – **Called will be building in the next year or so**
- c) Air release valves - maintenance – summer (37) of them
- d) SCADA – update (Jake Lambert, I.T. City of Defiance) North Dohoney \$3500 approved
- e) Infiltration – South Dohoney & other places **Defiance will bring camera truck out to South Dohoney asap**
- f) Sensus update: Board needs to go over the Quote: **Will visit next board meeting**
- g) Hydrant relocation for Watson Rd. **Spring**
- h) Training plans – clerk, and field operators **OSHA Outreach 10-Hour Training Courses, Active shooter training, Operator Training Committee of Ohio Correspondence Course, Upcoming UAN training**
- i) Hr. meters installation update on results, **20-hour meters installed; 15 locations on the South Dohoney system. 3-hour meters on our Blanchard system & 2-hour meters were placed on Watson lift station system.**

j) TTHM 1st Qt 2020 SR 66 72.3, Blanchard 67.2. Running Avg SR 66 82.8
Blanchard 80.3

G. A motion was made by G.Schafer, with a 2nd by R.Phillips at 8:45pm, to enter executive session, in accordance with ORC 121.22, to discuss employee compensation. Vote was all in favor with none opposed. Motion carried.

H. A motion was made by J.Schafer with a 2nd by R.Phillips at 9:07pm to return from Executive Session and reopen public meeting. Vote was all in favor with none opposed. Motion carried.

I. **Additional Business-** Employee Relations Committee discussion on employee evaluations & compensation:

1) Motion to approve Eric's increase of \$1.50 by J.Beardsley with 2nd by J.Schafer. Vote was 7-yes, all in favor with none opposed. Motion carried.

2) Motion to approve Heather's increase of \$1.00 with \$.50 now and \$.50 in June 2020 after completion of a measurable, to be decided by Eric. Motion to approve by B.Berry with 2nd by J.Schafer. Vote was 7-yes, all in favor with none opposed. Motion carried.

3) Motion to approve Wes's increase of \$.50 by R.Phillips with 2nd by J.Schafer. Vote was 7-yes, all in favor with none opposed. Motion carried.

4) Motion to approve John's increase of \$.50 by K.Miller with 2nd by J.Beardsley. Vote was 1-abstained, 3-yes, 2-opposed, and 1 absent. Motion defeated.

J. **Legal Counsel –**

1) Will draft rate resolution on rate increases

2) Stantec's preliminary proposal

3) Records Commission meeting to be held before the February Board meeting:

Meeting must be publicly posted 24 hours before the meeting.

H. **Adjournment.** A motion was made by J.Schafer with a 2nd by R.Phillips at 9:15pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 9:15pm.



Greg Schafer, District President



Kenton Miller, District Secretary