

AYERSVILLE WATER AND SEWER DISTRICT

PH: 419-395-1733 FAX: 419-395-2533

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: Janet Beardsley, Brian Berry **Legal Counsel,** Carl Ireland

EMPLOYEES

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

AGENDA FOR THE BOARD MEETING ON FEBRUARY 20TH, 2020 MEETING STARTS AT 7:00 P.M.

- A. Call to order, in accordance with ORC 121.22
- B. Roll Call of Officers and attendees
 - a) Moment of silence in memory of John Miller
- C. Public Comment - Limit input to a reasonable time (up to 3 mins.)
 - a) EJP presentation/go over quote for the new metering software upgrade
- D. Reading and approval of the previous meeting's minutes — January 16th, 2020
- E. Correspondence
 - i) **President**
 - a) Stantec – engineering service agreement funding application
 - b) Phase A assessment schedule
 - c) Record Retention Committee report
 - d) Infiltration & leak detection
 - e) Web site – online payments with DOXO
 - f) 2020 fee agreement w/ Spitler Huffman, LLP., Carl C. Ireland, Attorney
 - g) TTHM – latest response to EPA
 - h) Resolutions

- i) Employee Relations Committee met w/ John Lehnert & Eric to discuss 2019 Performance Review

ii) **Treasurer**

- a) Review of the Monthly Financial Reports for January, 2020
 - 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
- c) Additional Reports from Treasurer

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

- a) Water main break –
- b) New services-pending or in process
- 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
- f) Sensus update: Board needs to go over the Quote
- g) Hydrant relocation for Watson Rd.
- h) Training plans – clerk, and field operators
- i) Hr. meters installation update on results

F. Enter executive session, in accordance with ORC 121.22, if necessary, and specify topics

G. **Additional Business-**

H. **Legal Counsel-**

I. **Adjournment**