

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

MINUTES 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 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 –
 - a) EJP presentation about new metering software (Sensus) upgrade
- D. Reading and approval of the previous meeting's minutes – January 16th, 2020. Motion to accept the meeting minutes from January 16th was made by R.Phillips, with a 2nd by J.Schafer. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – none
 - 1) **President**
 - a) Stantec – engineering service agreement funding application for \$12,200.00
 - 1) Motion to accept Stantec's engineering service agreement was made by J.Beardsley, with a 2nd by R.Phillips. Vote as follows; Yea: J. Schafer, B. Berry, J. Beardsley, K.Miller, R. Phillips, and G. Schafer. Vote was all in favor, with none opposed. Motion carried
 - b) Phase A assessment schedule
 - c) Record Retention Committee report – resolution passed
 - d) Infiltration & leak detection - continuing

- e) Web site – DOXO was removed from site & billing
- f) 2020 fee agreement w/Spitler Hoffman, LLP., Carl C. Ireland, Attorney
 - 1) Motion to except Carl's proposal was made by J.Beardsley, with a 2nd by J.Schafer. Vote as follows; Yea: J. Schafer, B. Berry, J. Beardsley, K.Miller, R. Phillips, and G. Schafer. Vote was all in favor, with none opposed. Motion carried
- g) TTHM – latest response to EPA – still moving in the right direction
- h) Resolution of Delinquent Accounts be sent to the auditor's office was made by R.Phillips, with a 2nd by J.Beardsley. Vote was all in favor, with none opposed. Motion carried.
- i) Employee Relations Committee met w/John Lehnert & Eric to discuss 2019 Performance Review. John Lehnert made a public apology to Brian Berry for his actions and behavior.
- j) Man holes on south Dohoney & Blanchard needs to be raised
- k) Consideration of Notory in office for the community

2) 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 was made by K.Miller, with a 2nd by R.Phillips. Vote as follows; Yea: J.Schafer, B.Berry, J.Beardsley, K.Miller, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried

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

- a) Water main break – none to report
- b) New services-pending or in process Bowman – **Maybe next year**
- 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 **Continuous**
- f) Hydrant relocation for Watson Rd. **Spring**
- g) Training plans – clerk, and field operators **OSHA Outreach 10 or 30 Training Courses, Upcoming UAN training for Heather, Communication training for Eric**
- h) Hr. meters installation update and results
- i) **Sewer Jet Serviced and is working again, winterized, new battery**
- j) **Emergency Sewer Pump, replaced battery**
- k) **Honda Generator, serviced & replaced fuel**
- l) **Pump Station replaced the furnace Blower Motor**
- m) **Booster Pump Station Floor, Pipes Painted**
- n) **Shower in the restroom has been repaired**
- o) **TTHM 2/17/2020 AWSD #1-29.3, #2-42.0, #3-44.5, #4-43.5**

p) Pump Station VFD's \$5,820 for both drives & installation – Eric to check on another quote

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

G. Additional Business – none

H. Legal Counsel – none

I. Adjournment - A motion was made by J.Schafer with a 2nd by R.Phillips at 8:45pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:45pm.



Greg Schafer, District President



Kenton Miller, District Secretary