

# AYERSVILLE WATER AND SEWER DISTRICT

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13961 Fruit Ridge Rd Defiance, OH 43512

WEBSITE: ayersvillewsd.com

## BOARD

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

## EMPLOYEES

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

### **MINUTES FOR THE BOARD MEETING ON AUGUST 20<sup>th</sup>, 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, J.Beardsley, R.Beardsley, K.Miller, and G.Schafer, also by Zoom conference call attendance was B.Berry. Also in attendance were Eric Wenzinger (District Manager), Heather Baker (Clerk) and Carl Ireland (District Attorney).
- C. Public Comment at this meeting –
  - a. Craig Schribner from 2660 Elizabeth, Defiance. Need to send a letter of delinquency as per. our agreement that he signed, stating a min. payment of \$450 be received by 8/10/2020. Did not receive any payment.
  - b. John Hahn – owner of Countryside Estates, Eric received a letter of delinquency of a tenant, wanting to reduce outstanding bill of their late fees
    - i. Motion was made by J.Beardsley with a 2<sup>nd</sup> by R.Beardsley to forgive 40% of the late fees plus last months late fees if paid in full by the end of the month. Vote was all in favor, with none opposed. Motion carried.
- D. Reading and approval of the previous meeting's minutes – July 16<sup>th</sup>, 2020. Motion to accept the meeting minutes from July 16<sup>th</sup> was made by J.Beardsley, with a 2<sup>nd</sup> by J.Schafer. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – Ayersville School got their bill on water usage from the metered hydrant.

#### **1) President**

- a) Stantec – here via Zoom on the TTHM pilot study

- 1) **REMAINING FUNDS:** The current agreement with Stantec has \$5847 remaining. This will not be sufficient for the pilot testing program, but should allow the effort to get mobilized and ready to go.
- b) Phase A assessment schedule – **review needed for the auditor**
  - 1) **Motion to accept Resolution #2008.06 to certify Phase A assessments to the Defiance County Auditor**
- c) Delinquent sewer charges – **review needed for the auditor**
  - 1) **Motion to accept Resolution #2008.05 to certify delinquent water & sewer charges to Defiance County Auditor**
- d) **New Policy** – needs to be adding to our Rules & Regulations
  - 1) **That states, in a rental situation, it is the property owner's responsibility for any outstanding debt left by their tenant**
- e) Infiltration & leak detection – work in progress
- f) TTHM – **No reports or letter needed to be done. We are in compliance**
- g) Man holes on south Dohoney & Blanchard – raising issue?
- h) EJP quote – **still working on software**
- i) Appropriation changes due to – **last invoice from Stantec**

## 2) Treasurer

- a) Review of the Monthly Financial Reports for July 2020
  - 1) bank statements
  - 2) bank reconciliation
  - 3) customer adjustment
  - 4) wage and leave report
  - 5) monthly payments
  - 6) purchase orders
  - 7) vendor list
  - 8) Other reports - water and sewer billing report, appropriations, income, etc.
- b) Motion to approve monthly reports was made by K.Miller, with a 2<sup>nd</sup> by J.Schafer. Vote as follows; Yea: J.Schafer, R.Beardsley, J.Beardsley, K.Miller, B.Berry, and G.Schafer. Vote was all in favor, with none opposed. Motion carried

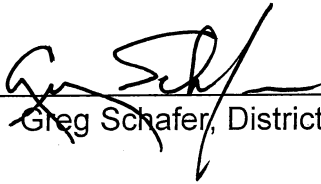
## 3) District Manager-review District Manager's Monthly Report

- a) Water main break – Valve repair on Marion
- b) New services – **5 service taps were completed 3 water, 2 sewer, 3 more pending payment**
- c) Air release valves - maintenance – **Couple more to complete**
- d) SCADA – update (Jake Lambert, I.T. City of Defiance) North Dohoney \$3500 approved – **no update**
- e) Infiltration – South Dohoney & other places –
- f) Sensus update –
- g) Hydrant relocation for Watson Rd. **Soon**
- h) Training plans – clerk, and field operators – **Field Operators Smoke test & infiltration training 7/30/2020 completed, other training on hold due to Covid 19**

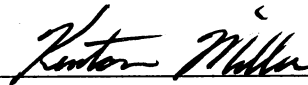
- i) Hr. meters installation update and results –
- j) TTHM results – **No reports or letter needed to be done. We are in compliance**
- k) Water usage?
- l) **GPS Software for mapping valves and pipe - ? quote possibility**
  - **Motion to purchase GPS Software** was made by J.Schafer with a 2<sup>nd</sup> by K.Miller. Vote was all in favor, with none opposed. Motion carried
- m) **COVID 19 – nothing new**
- n) **Ohio EPA certified laboratory analysis of total and speciated TTHMs. Lab test for calcium and alkalinity.**
- o) **In field total free chlorine, pressure differential. We would need these meters PH, temperature \$210, D.O. \$622, conductivity TDS \$126, & ORP \$180 Oxidation Reduction Potential. Total: \$1139**

**F. Additional Business – none**

**G. Adjournment** - A motion was made by J.Schafer with a 2<sup>nd</sup> by J.Beardsley at 8:46pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:46pm.



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Greg Schafer, District President



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Kenton Miller, District Secretary

