

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

EMPLOYEES

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

MINUTES FOR THE BOARD MEETING ON NOVEMBER 19th, 2020 MEETING STARTED 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.Beardsley, K.Miller, R.Phillips, and G.Schafer by zoom J.Schafer, B.Berry, and R.Beardsley. Also in attendance were Eric Wenzinger (District Manager), Heather Baker (Clerk) and Carl Ireland (District Attorney).
- C. Public comment – none
- D. Reading and approval of the previous meeting's minutes – Octoberber 15th, 2020. Motion to accept the meeting minutes from October 15th was made by J.Beardsley, with a 2nd by R.Phillips. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – email from Ayersville elementary PTO, asking for a donation, board discussed and decided to decline a donation. Heather will send them correspondence.

1) President

- a) Stantec – Taylor Price & Doug Borkowsky from Stantec were here via. Zoom, to discuss proposal, Taylor stated that the pilot study had good data, and proposal would include the pilot study report summary, followed by hopefully the EPA's study approval. Taylor also stated that they would need an extra \$10K to finish this part of the proposal.
- b) Water & Sewer Rules & Regs. Committee – water side is done, sewer needs addressed
- c) TTHM – latest response to EPA –

- d) Policy & Resolution book organization – Heather will put this together
- e) Audit Committee – needs to review – State Auditor’s Office recommendations
- f) Employee Relations – manual update needed – and evaluations due before next meeting
- g) 2021 Budget Progress – Board will need to vote in at next meeting
- h) High level Budget approval

2) Treasurer

- a) Review of the Monthly Financial Reports for October 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 R.Beardsley, with a 2nd by J.Beardsley. Vote as follows; Yea: J.Schafer, B.Berry, R.Beardsley, J.Beardsley, K.Miller, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried
- c) **Appropriation adjustments recommended are as follows:**

From Acct. #5201-850-720-0000 – (\$15,000) to #5201-850-710-000 **+\$15,000**

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

- a) Water main break – none
- b) New services-pending or in process – **Not heard back from the gentleman on 15**
- c) EJP progress – **Signed service agreement should be installing ASAP fingers crossed**
- d) Air release valves-maintenance – **still a couple to go, ongoing**
- e) SCADA – update – **Sounds like they didn’t have to put it in North Dohoney like they first anticipated, so we are back on our own. Going to get with Koesters again to come up with a better plan. Something similar to Defiance**
- f) Infiltration & Leak detection – South Dohoney & other places – **Designing an apparatus to test at clean outs for forced flow system**
- g) Hydrant relocation for Watson Rd. **Spring/Summer**
- h) Man holes on South Dohoney & Blanchard – raising issue – **All supplies are on hand waiting for contractor to be available**
- i) Training plans – clerk, and field operators – **Heather has UAN training webinar first week of Dec., John took his Water Supply 1 operator exam 11/9/2020**

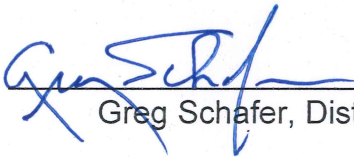
& passed if all goes to plan, he should have his certification/license by mid Dec., Wes has been studying to take his Class A water treatment in the coming months. I have a couple webinarson HR and another in Dec. on effective performance management.

- j) Hr. meters installation update on results - **Not a lot of rain and nothing standing out**
- k) TTHM update – **Stantec working on letter and pilot study results**
- l) Water usage?
- m) GPS Software for mapping valves and pipe – **Software has been purchased, Planning strategy of attack**
- n) COVID 19 – any issues


F. **Legal Counsel** – **Recommendation of Motion to authorize District to enter into the contract w/Stantec for the next phase. Motion was made by R.Phillips with a 2nd by J.Beardsley.** Vote as follows; Yea: J.Schafer, B.Berry, R.Beardsley, J.Beardsley, K.Miller, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried

G. **Executive Session** – Motion was made to go into Executive session to discuss potential legal action, by G.Schafer with a 2nd by J.Beardsley @ 8:19pm. Motion to come out of Executive session was made by R.Phillips with a 2nd by J.Beardsley @ 8:24pm

H. **Adjournment** - A motion was made by G.Schafer with a 2nd by R.Phillips at 8:25pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:25pm.



Greg Schafer, District President



Kenton Miller, District Secretary