

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, 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 FEBRUARY 18TH, 2021 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: K.Miller, R.Phillips, and G.Schafer by zoom J.Schafer, J.Beardsley, R.Beardsley, and B.Berry. 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 – January 21st, 2021. Motion to accept the meeting minutes from January 21st was made by R.Phillips, with a 2nd by J.Beardsley. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – Received a letter from Ohio EPA, Letter of License to Operate

1) President

- a) Stantec – **Eric heard from Dale that we may need to reapply for the loan**
- b) Water & Sewer Rules & Regs. Committee – **Ronda is currently working on**
- c) Policy & Resolution book organization
- d) Audit Committee Report - **completed**
- e) Employee Relations – manual update
- f) USDA Sewer Loan Payoff – **Payment was made in full for \$191,595.99 on 2/5/2021 – done**
- g) Resolution #2101.01 – Resolution of Delinquent Accounts be sent to County Auditor's office for \$7348.72. Board vote was all in favor, with none opposed.

2) Treasurer

- a) Review of the Monthly Financial Reports for January 2021
 - 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 2nd by J.Beardsley. Vote as follows; Yea: J.Schafer, R.Beardsley, 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**

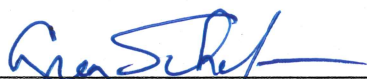
- a) Water main break – **Leak on Arena home owners**
- b) New services-pending or in process **None**
- c) EJP progress – **New sensus update should be done sometime in March 2021**
- d) Air release valves- **ongoing**
- e) SCADA – update
- f) Infiltration & Leak detection – South Dohoney & other places **No update**
- g) Hydrant relocation for Watson Rd. **Spring/Summer 2021**
- h) Training plans – clerk, and field operators - **Heather has Records training April Heather and I have sensus training (with EJP) 3/4/21. Field operators and I have confined space training 2/24/21 (video online)**
- i) Hr. meters installation update on results **Ongoing**
- j) TTHM update – **no update**
- k) Water usage? **Jan 2020 .110MGD; Jan 2021 .097MGD; Feb 2020 .110MGD; Feb 2021 .098 MGD avg. so far**
- l) GPS Software for mapping valves and pipe – **Ongoing**
- m) COVID 19 – **No issues**

F. Enter executive session, in accordance with ORC 121.22


- a. Motion was made by G.Schafer, with a 2nd by K.Miller @ 7:28pm to discuss disciplinary actions of an employee
- b. Motion was made to come out of executive session was made by G.Schafer, with a 2nd by R.Phillips @ 7:46pm

G. **Legal Counsel** – **Nothing new to report**

H. **Adjournment** - A motion was made by R.Phillips with a 2nd by J.Schafer at 7:48pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 7:48pm.



 Greg Schafer, District President



 Kenton Miller, District Secretary

Reminder: March meeting – Records commission meeting before reg. Board meeting
 @ 6:30pm – Annual required meeting