

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-** Wes Wenner

MINUTES FOR THE BOARD MEETING ON MARCH 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, 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 – February 18th, 2021. Motion to accept the meeting minutes from February 18th was made by R.Phillips, with a 2nd by K.Miller. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – None
- F. Records Commission Committee – Met for annual meeting on 3/18/2021 prior to regular Board meeting
- G. Employee Relations Committee – met on 3/16/2021 to interview a couple candidates
 - 1) **President**
 - a) Stantec – **Justin Bath (involved in Defiance project (GAC)) is taking Dales position at Stantec and is working with Taylor who is still involved**
 - b) Water & Sewer Rules & Regs. Committee – **Ronda is currently working on**
 - c) Policy & Resolution book organization
 - d) Employee Relations – manual update – **Audit recommendations need added**
 - 2) **Treasurer**
 - a) Review of the Monthly Financial Reports for February 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 R.Phillips. Vote as follows; Yea: J.Schafer, B.Berry, K.Miller, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried
- c) Appropriation adjustment – **increase Principal LINE #5201-850-710-000 of Sewer by \$80,000, to payoff USDA loan**

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

- a) Water main break – **Leak taken care of: Pleasant Bend, Rohn road, Slusserville**
- b) New services – **2 new houses going up / on Watson & Bowman**
- c) EJP progress – **New sensus update keeps getting extended**
- d) Air release valves- **ongoing**
- e) SCADA – **nothing new**
- f) Infiltration & Leak detection – **No update**
- g) Hydrant relocation for Watson Rd. **Spring/Summer 2021**
- h) Training plans – clerk, and field operators - **Sensus initial training (with EJP)**
- i) Hr. meters installation update on results **Ongoing**
- j) TTHM update – **next compliant sample due 1st week in April**
- k) Water usage?
- l) GPS Software for mapping valves and pipe – **Continuing**
- m) COVID 19 – **No issues**

H. Enter executive session, in accordance with ORC 121.22


- a. Motion was made by G.Schafer, with a 2nd by R.Phillips @ 8:25pm 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 @ 8:35pm
- c. **Motion was made by G.Schafer with a 2nd by J.Schafer, to authorize Eric to discuss a hearing of & wage reduction of .50/hr. until Wes is able to perform his duties in full, with driving privileges resumed.**

I. **Additional Business** – Board met with 2 Candidates

- i. **7:15pm met with Siler Casillas**
- ii. **7:45pm met with Xavier Westrick**
- iii. **Motion was made by G.Schafer with a second by K.Miller to have Eric make an offer to Xavier Westrick starting @ \$16/hr. Vote as follows; Yea: J.Schafer, B.Berry, K.Miller, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried**

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

- K. **Adjournment** - A motion was made by J.Schafer with a 2nd by K.Miller at 8:38pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:38pm.



 Greg Schafer, District President



 Kenton Miller, District Secretary