

# 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-** Wes Wenner, Xavier Westrick

### MINUTES FOR THE BOARD MEETING ON JUNE 17<sup>TH</sup>, 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: G.Schafer, R.Beardsley, J.Beardsley, K.Miller, R.Phillips, and by zoom 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 – May 20<sup>th</sup>, 2021. Motion to accept the meeting minutes from May 20<sup>th</sup> was made by R.Phillips, with a 2<sup>nd</sup> by R.Beardsley. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – none

#### 1) President

- a) Stantec – Greg signed for task one
- b) Water & Sewer Rules & Regs. Committee updates - none
- c) Policy & Resolution book organization
- d) Employee Relations – Board went over Xavier Westrick's 90 day review and ER comm. advised \$1.00 / hr. raise as per. Eric's recommendation. Motion to approve Xavier's raise, effective 1<sup>st</sup> pay period after 6/29/2021, was made by G.Schafer with a 2<sup>nd</sup> by K.Miller. Vote as follows; Yea: B.Berry, R.Beardsley, J.Beardsley, K.Miller, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried.
- e) Motion was made to approve Resolution #2106-1, to apply for, accept, and enter into a water supply revolving loan account agreement for planning, design and/or construction of water facilities; and designating a dedicated repayment source for the loan. Motion was made by J.Beardsley with a 2<sup>nd</sup> by R.Phillips. Vote as follows; Yea: R.Beardsley, J.Beardsley, K.Miller, R.Phillips, and G.Schafer, with B.Berry abstaining. Motion carried

2) Treasurer

- a) Review of the Monthly Financial Reports for May, 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 R.Phillips, with a 2<sup>nd</sup> by J.Beardsley. Vote as follows; Yea: B.Berry, R.Beardsley, J.Beardsley, K.Miller, R.Phillips, and G.Schafer. Vote was all in favor, with none opposed. Motion carried

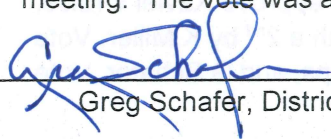
3) District Manager-review District Manager's Monthly Report

- a) Water main break – **Curb box leak, meter repair & sewer valve fixed**
- b) New services-pending or in process – **None**
- c) EJP progress –
- d) SCADA – **no update**
- e) Infiltration & Leak detection – **Smoke testing scheduled after Bilateral Flushing**
- f) Hydrant relocation for Watson Rd. **Summer 2021**
- g) Training plans – clerk, and field operators –
- h) Hr. meters installation update on results – **no update**
- i) TTHM update – **Our EPA inspector came out 5/17/21**
- j) Water usage?
- k) GPS Software for mapping valves and pipe – **Completed over 600 Hydrants, Valves, Water Taps, and Manholes**
- l) COVID 19 – **No issues**
- m) **Lead & Copper tests are done**
- n) **Conrad Beck will be calling in next meeting to answer any questions on property insurance. He should email me the renewal a week before the next meeting**
- o) **Xavier's Probationary period up 6/30/21, Wes's 2 years was May 28<sup>th</sup>.**
- p) **Alert system through billing system company \$400/yr. Eric will take care of!**

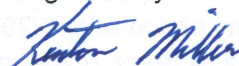
F. Enter executive session, in accordance with ORC 121.22

G. Legal Counsel – Defiance contract may be up soon, but anticipating no change

H. Adjournment - A motion was made by R.Phillips with a 2<sup>nd</sup> by J.Beardsley at 7:55pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 7:55pm.



Greg Schafer, District President



Kenton Miller, District Secretary