

AYERSVILLE WATER AND SEWER DISTRICT

PH: 419-395-1733 FAX: 419-395-2533

13961 Fruit Ridge Rd Defiance, OH 43512

WEBSITE: ayersvillesd.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, Xavier Westrick

MINUTES FOR THE BOARD MEETING ON DECEMBER 16TH, 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, J.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 – November 18th, 2021. Motion to accept the meeting minutes from November 18th was made by J.Schafer, with a 2nd by R.Phillips. Vote was all in favor, with none opposed. Motion carried.
- E.** Correspondence – **Township Trustees reapproved of 2 officers – Greg Schafer, and Rachael Beardsley for another 3 yr. term**

1) President

- a) Stantec – nothing new
- b) Water & Sewer Rules & Regs. Committee updates - **none**
- c) Policy & Resolution book organization - **none**
- d) Employee Relations – District Employee compensation – Will discuss later
- e) Budget Committee update – **Motion to approve 2022 Budget was made by G.Schafer, 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.**
- f) Proposed Edits to Water Agreement from Defiance – **Carl to present – Motion to accept Resolution #2112-1 authorizing the District to enter into a water purchase agreement with the City of Defiance, This motion was made by J.Beardsley, with a 2nd by J.Schafer. 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. Vote count – 7- yes & 0- no, Resolution #2112-1 was accepted.**

- g) Officer Nominations for 2022 – **Motion to have the officers remain the same as 2021 for 2022. Motion was made by J.Schafer, with a 2nd by R.Beardsley. Vote was all in favor, with none opposed. Motion carried.**
- h) Committee assignments for 2022 – **Motion to have the committee assignments remain the same as 2021 with the exception of R.Beardsley filling J.Millers' committee positions. Motion was made by J.Beardsley, with a 2nd by R.Phillips. Vote was all in favor, with none opposed. Motion carried.**

2) Treasurer

- a) Review of the Monthly Financial Reports for November, 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.Schafer. 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 adjustment for Roof Replacement recommended are as follows:**

From Acct. #5701-800-500-8003 - **(\$3,700)** to #5701-800-500-8002 + **\$3,700**

From Acct. #5702-800-500-8003 - **(\$3,700)** to #5702-800-500-8002 + **\$3,700**

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

- a) Water main break – **None**
- b) New services-pending or in process – **Water taps on Bowman Complete, Water tap and meter on Highland Center complete**
- c) EJP progress – **Still working on getting all the bugs out**
- d) SCADA – update **Mission Communications RTU not supported with 3G, New RTU ordered**
- e) Infiltration & Leak detection – **nothing new**
- f) Hydrant relocation for Watson Rd. **Spring - Summer / 2022**
- g) Training plans – clerk, and field operators – **Heather did UAN training this week along with census training. She is also going through our customer database fixing errors.**
- h) Hr. meters installation update on results – **on going – nothing new**
- i) TTHM update – **Letters sent out the 3rd along with OEL sent in.**
- j) Water usage? **Has been on ave. for the year 300K gals. Less per month than 2020**
- k) GPS Software for mapping valves and pipe – **ongoing**
- l) COVID 19 – **no issues**
- m) Alert system for AWSD update – **up & running**
- n) **Pump Station VFD Issue 240 2 leg Low power / Power failure. Edison checked connection and changed all. Waiting for quote for new true 3 phase transformer possible upgrade for 2022.**

- o) Watson Lift Station Pump was replaced on 12-13-2021 with help from Defiance Water pollution control & Gorman Rupp.

F. Enter executive session, in accordance with ORC 121.22 – for discussion of Employee Compensation
Motion was made by J.Schafer with a 2nd by R.Phillips to enter into executive session @ 8:15pm
Motion was then made to come out of executive session by J.Schafer with a 2nd by J.Beardsley @ 8:50pm

Motion was then made by J.Schafer with a 2nd by J.Beardsley, to these employee wage increases as follows:

Eric Wenzinger - \$1.50

Heather Baker - \$.50

Wes Wenner - \$.50

Xavier Westrick - \$.50

- All of these wages are effective as of 1/1/2022. Vote was 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. Additional Business –

H. Legal Counsel – Carl – swearing in of (2) Officers; 1) Greg Schafer & 2) Rachael Beardsley for another 3 yr. term

Also: Worthington cemetery project – holding off until more questions can be answered.

I. Adjournment - A motion was made by J.Schafer with a 2nd by R.Phillips at 8:55pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:55pm.



Greg Schafer, District President

Kenton Miller, District Secretary