

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-** Janet Beardsley **Secretary-** Kenton Miller
Members: Rachael Beardsley, Lee Rausch, Ron Monteith **Legal Counsel,** Carl Ireland

EMPLOYEES

District Manager- Eric Wenzinger **Clerk-** Heather Baker **Field Operators-** Wes Wenner, Xavier Westrick

MINUTES FOR THE BOARD MEETING ON NOVEMBER 17TH, 2022 MEETING STARTED AT 7:20 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.Monteith, L.Rausch, R.Beardsley, J.Beardsley, K.Miller and J.Schafer by zoom. 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 – October 20th, 2022. Motion to accept the meeting minutes from October 20th was made by R.Monteith with a 2nd by R.Beardsley. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – **none**

1) President

- a) Stantec – Tower Aeration update – **82% spent on project /still waiting on new Electric Panel that is on order**
- b) Water & Sewer Rules & Regs. Committee updates – **none**
- c) Policy & Past Resolution book organization – **Heather is working on**
- d) Employee Relations – **none**
- e) Budget Committee update – **none**
- f) Defiance Sewer contract – **Carl will update as Defiance gets back with him**
- g) Worthington Cemetery – **possibility of signage for Public Relations / Carl will check with for an update**
- h) Federal Grant Research – **none**

2) **Treasurer** –

- a) Review of the Monthly Financial Reports for **October 2022**
 - 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 L.Rausch, with a 2nd by K.Miller. Vote as follows; Yea: R.Monteith, L.Rausch, R.Beardsley, J.Beardsley, K.Miller, and G.Schafer. Vote was all in favor, with none opposed. Motion carried.**
- c) **Reallocation of funds adjustment for new Lift Station Pump are as follows:**

From Acct. #5702-800-500-8007 - \$11,211.00 to Acct. #5702-800-500-8004 **+\$11,211.00**

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

- a) Water main break – **service line replaced on Bowman**
- b) New services-pending or in process – **nothing new**
- c) SCADA – update – **No updates**
- d) Infiltration & Leak detection – **Done until after Winter**
- e) Hydrant relocation for Watson Rd. – **Spring - Summer / 2023**
- f) Training plans – clerk, and field operators – **Heather – UAN training 12/5/2022 - online**
- g) Hr. meters installation update on results – **nothing**
- h) TTHM update – **results not back yet**
- i) GPS Software for mapping valves and pipe – **ongoing**
- j) Mini Excavator search – **still looking**
- k) **Employee Evaluations – will due before our next meeting**

F. **Additional Business** – J.Schafer, L.Rausch, and K.Miller need to submit a letter to renew Board Member Terms to Ayersville Township Trustees

G. **Legal Counsel** – Talked to EPA about the electric panel not being received before the project deadline due to it not being ordered until October 2022 and basically being backordered until it's made

H. **Adjournment** - A motion was made by L.Rausch with a 2nd by K.Miller at 7:52pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 7:52pm.



Greg Schafer, District President



Kenton Miller, District Secretary