

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, Suzi 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 DECEMBER 15TH, 2022 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.

a. **Carl swore in our new board member – Suzi Monteith**

B. President Schafer completed the Roll Call of Officers and attendees, with the following people in attendance: G.Schafer, S.Monteith, L.Rausch, J.Beardsley, and K.Miller. Also in attendance were Eric Wenzinger (District Manager), and Carl Ireland (District Attorney).

C. Public comment – **none**

D. Reading and approval of the previous meeting's minutes – November 17th, 2022. Motion to accept the meeting minutes from November 17th was made by L.Rausch with a 2nd by J.Beardsley. Vote was all in favor, with none opposed. Motion carried.

E. Correspondence – **none**

1) President

- a) Stantec – Tower Aeration update – **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 Committee – **we met & will discuss later in executive session**
- e) Budget Committee update – **Motion was made to accept 2023 Budget by L.Rausch with a 2nd by G.Schafer. Vote as follows; Yea: S.Monteith, L.Rausch, J.Beardsley, K.Miller, and G.Schafer. Vote was all in favor, with none opposed. Motion carried.**
- f) Defiance Sewer contract – **Carl stated nothing to report**
- g) Worthington Cemetery – **update – waiting on data**
- h) Federal Grant Research – **none**
- i) **Verified Board Members – new 3 yr. terms – L.Rausch, J.Schafer, & K.Miller where approved**

2) Treasurer –

- a) Review of the Monthly Financial Reports for **November 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 K.Miller, with a 2nd by L.Rausch. Vote as follows; Yea: S.Monteith, L.Rausch, J.Beardsley, K.Miller, and G.Schafer. Vote was all in favor, with none opposed. Motion carried.**

- c) **Reallocation of funds adjustment for Purchase of Excavator & trailer are as follows:**

From Acct. #5702-800-500-8006 - \$150.00	to Acct. #5702-800-500-8004 + \$150.00
#5702-800-500-8007 - \$4,460.25	#5702-800-500-8004 + \$4,460.25
#5701-800-500-8007 - \$3,000.00	#5702-800-500-8004 + \$3,000.00
#5702-800-500-5002 - \$7,500.00	#5702-800-500-8004 + \$7,500.00
#5702-800-500-8003 - \$15,000.00	#5702-800-500-8004 + \$15000.00

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

- a) Water main break – **none**
- b) New services-pending or in process – **nothing new**
- c) SCADA – update – **No updates**
- d) Infiltration & Leak detection – **Done until Spring 2023**
- e) Hydrant relocation for Watson Rd. – **Spring - Summer / 2023**
- f) Training plans – clerk, and field operators – **Heather – completed UAN 8hr. training**
- g) Hr. meters installation update on results – **no update**
- h) TTHM update – **in compliance**
- i) GPS Software for mapping valves and pipe – **ongoing**
- j) Mini Excavator search – **purchased & also a trailer**
- k) Employee Evaluations – **completed**

F. Enter executive session, in accordance with ORC 121.22, if necessary, and specify topics
Motion to enter into Executive session @ 7:50pm to discuss employee compensation was made by J.Beardsley with a 2nd by S.Monteith. Motion to come out of executive session @ 8:13pm was made by L.Rausch with a 2nd by S.Monteith.

G. **Motion was made to approve Employee Wage Increases also included was an inflation reduction compensation of \$750 for each employee, motion was made by G.Schafer with a 2nd by J.Beardsley. Employee wage increases are as follows:**

Eric Wenzinger - \$1.00/hr., Heather Baker - \$1.00/hr., Wes Wenner - \$.75/hr., Xavier Westrick - \$.75/hr. All of these wages are effective as of 1/1/2023. Vote was as follows; Yea: S.Monteith, L.Rausch, J.Beardsley, K.Miller, and G.Schafer. Vote was all in favor, with none opposed. Motion carried.

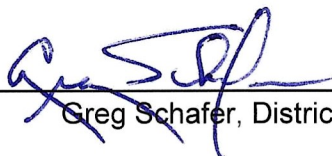
H. **Additional Business** – 1st Resolution #2212-1 is for change order with Midwest Tank Management. This resolution vote was 5-yes & 0-no, Resolution #2212-1 was accepted. Motion was made to authorize Eric to sign for the change order was made by J.Beardsley with a 2nd by G.Schafer. Vote was as follows; Yea: S.Monteith, L.Rausch, J.Beardsley, K.Miller, and G.Schafer. Vote was all in favor, with none opposed. Motion carried.

A 2nd Resolution #2212-2 is to approve contractor's first payment application & begin loan repayments to the funding authority. This resolution vote was also 5-yes & 0-no, Resolution #2212-2 was accepted.

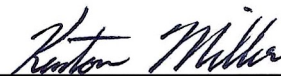
Note: Resolution #'s need changed to match the above

I. **Legal Counsel** –

J. **Adjournment** - A motion was made by L.Rausch with a 2nd by K.Miller at 8:30pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:30pm.



Greg Schafer, District President



Kenton Miller, District Secretary

