

# AYERSVILLE WATER AND SEWER DISTRICT

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

13961 Fruit Ridge Rd Defiance, OH 43512

WEBSITE: ayersvillewsd.com

## BOARD

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**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

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**District Manager-** Eric Wenzinger    **Clerk-** Heather Baker    **Field Operators-** Xavier Westrick, Derian Treat

### **MINUTES FOR THE BOARD MEETING ON JANUARY 18<sup>th</sup>, 2024 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. **Swearing in of renewed term board members – J.Beardsley & S.Monteith.**
- B. President Schafer completed the Roll Call of Officers and attendees, with the following people in attendance: G.Schafer, J.Schafer, S.Monteith, L.Rausch, R.Beardsley, K.Miller, and J.Beardsley. Also in attendance were Eric Wenzinger (District Manager), Heather Baker (Clerk), and Carl Ireland (Attorney).
- C. Public comment – **None**
- D. Reading and approval of the previous meeting's minutes – **December 21<sup>st</sup>, 2023. Motion to accept the meeting minutes from December 21<sup>st</sup> was made by S.Monteith with a 2<sup>nd</sup> by R.Beardsley. Vote was all in favor, with none opposed. Motion carried.**
- E. Correspondence – **Eric received a letter from EPA about being on probation, will remain for a year.**
- 1) **President**
- a) Muni-Link, for review – **go live date is Fri. 1/26/2024**
- b) Water & Sewer Rules & Regs. Committee updates – **no**
- c) Policy & Past Resolution book organization – **no update**
- d) Employee Relations' Committee – **no**
- e) Budget Committee update – **no**
- f) Records commission committee – **met prior to this meeting, w/no issues to report**
- g) Defiance Sewer contract – **no update**
- h) Federal Grant Research – **nothing**
- i) Committee Changes – **nominations during meeting were as follows: Suzi Monteith as Treasurer. Motion was made to accept committee changes as stated by R.Beardsley with a 2<sup>nd</sup> by J.Beardsley. Vote was all in favor, with none opposed. Motion carried.**

2) Treasurer –

a) Review of the Monthly Financial Reports for **December 2023**

- 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 2<sup>nd</sup> by S.Monteith. Vote as follows; Yea: G.Schafer, J.Schafer, S.Monteith, L.Rausch, R.Beardsley, K.Miller, and J.Beardsley. Vote was all in favor, with none opposed. Motion carried.**

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

- a) Water main break – **no**
- b) New services-pending or in process – **no**
- c) SCADA – update – **no**
- d) Infiltration & Leak detection – **waiting till spring**
- e) Hydrant relocation for Watson Rd. – **Spring / 2024**
- f) Training plans – clerk, and field operators – **OSHA training / class on small water treatment plant, Eric needs 18hrs. training for continued education**
- g) Hr. meters installation update on results – **nothing**
- h) TTHM update – **1/8/24 results 38.0 & 38.1 – no letters to go out**
- i) GPS Software for mapping valves and pipe – **ongoing**
- j) New VFDs & Level controls for Lift Stations – **waiting – 18 week lead time, waiting**
- k) Telco issues – **phones weren't working**
- l) Trailer court – **would like to install master meter to possibly determine how much water the district is losing there?**

F. Enter executive session, in accordance with ORC 121.22, if necessary, and specify topics


G. Additional Business –

H. Legal Counsel – suggestion –go over goals to preserve

I. Adjournment - A motion was made by **J.Schafer** with a 2<sup>nd</sup> by **K.Miller** at 8:05pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:05pm.



Greg Schafer, District President



Kenton Miller, District Secretary