

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: Rachel Beardsley, Lee Rausch, Suzi Monteith **Legal Counsel**, Carl Ireland

EMPLOYEES

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

AGENDA FOR THE BOARD MEETING ON DECEMBER 21st, 2023 MEETING STARTS AT 7:00 P.M.

- A. Call to order, in accordance with ORC 121.22
 - i) Swearing in of renewed termed board members - **J.Beardsley & S.Monteith**
- B. Roll Call of Officers and attendees
- C. Public Comment - Limit input to a reasonable time (up to 3 mins.)
- D. Reading and approval of the previous meeting's minutes — November 16th, 2023
- E. Correspondence –
 - i) **President**
 - a) Muni-Link – software update
 - b) Water & Sewer Rules & Regs. Committee - updates
 - c) Policy & Past Resolution book organization
 - d) Employee Relations Committee –
 - e) Budget Committee update –
 - f) Other Committees' update -
 - g) Defiance Sewer contract –
 - h) Federal Grant Research –

ii) **Treasurer -**

- a) Review of the Monthly Financial Reports for **November 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

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

- a) Water main break –
- b) New services-pending or in process
- c) SCADA – update
- d) Infiltration & Leak detection –
- e) Hydrant relocation for Watson Rd. **Spring / 2024**
- f) Training plans – clerk, and field operators
- g) Hr. meters installation update on results
- h) TTHM update –
- i) GPS Software for mapping valves and pipe –
- j) VFDs & Level controls for Lift Stations – change in quote to be addressed

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

G. **Additional Business-**

H. **Legal Counsel-**

I. **Adjournment -**