

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-** Xavier Westrick, Derian Treat

MINUTES FOR THE BOARD MEETING ON DECEMBER 21st, 2023 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. **Township trustees approved renewed term board members – J.Beardsley & S.Monteith. Swearing in will be Jan. of 2024 @ the start of the meeting.**
- B. President Schafer completed the Roll Call of Officers and attendees, with the following people in attendance: G.Schafer, J.Schafer, L.Rausch, R.Beardsley, K.Miller, and J.Beardsley. Also in attendance were Eric Wenzinger (District Manager), and Heather Baker (Clerk).
- C. Public comment – **None**
- D. Reading and approval of the previous meeting's minutes – November 16th, 2023. Motion to accept the meeting minutes from November 16th was made by R.Beardsley with a 2nd by L.Rausch. Vote was all in favor, with none opposed. Motion carried.
- E. Correspondence – **Received a certificate for an excellent audit, 4 stars rating**
- a) **Also SENSUS needs updated \$18,600 for the water tower. Motion was made to approve EJP to update the water tower by J.Beardsley with a 2nd by J.Schafer. Vote as follows; Yea: G.Schafer, J.Schafer, L.Rausch, R.Beardsley, K.Miller, and J.Beardsley. Vote was all in favor, with none opposed. Motion carried.**

2) President

- a) Muni-Link, for review – **new go live date is now 1/26/2024**
- b) Water & Sewer Rules & Regs. Committee updates – **still working on**
- c) Policy & Past Resolution book organization – **no update**
- d) Employee Relations' Committee – **Reviews – to discuss in Executive session later**
- e) Budget Committee update – **no**
- f) Defiance Sewer contract – **no update**
- g) Federal Grant Research – **nothing**

3) 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 was made by L.Rausch, with a 2nd by K.Miller. Vote as follows; Yea: G.Schafer, J.Schafer, L.Rausch, R.Beardsley, K.Miller, and J.Beardsley. Vote was all in favor, with none opposed. Motion carried.**
- c) **Reallocation of funds adjustment for Safety Purchases are as follows:**
- | | |
|--|--|
| From Acct. #5101-533-312-0000 - \$1,000.00 | to Acct. #5101-539-490-6001 + \$1,000.00 |
| #5201-533-312-0000 - \$1,000.00 | #5201-549-490-6001 + \$1,000.00 |
- d) **Motion to increase Budget amount for the deposits applied to line item #5871-539-620-000 to cover the necessary year end adjustment in the UAN. Motion was made by R. Beardsley with a 2nd by G.Schafer to approve budget increase. Vote as follows; Yea: G.Schafer, J.Schafer, L.Rausch, R.Beardsley, K.Miller, and J.Beardsley. Vote was all in favor, with none opposed. Motion carried.**

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

- a) Water main break – **none**
- b) New services-pending or in process – **guys working on Schafer project**
- c) SCADA – update – **nothing**
- d) Infiltration & Leak detection – **will be checking on grouting issues**
- e) Hydrant relocation for Watson Rd. – **Spring / 2024 - no**
- f) Training plans – clerk, and field operators – **OUPS training in Feb. 2024**
- g) Hr. meters installation update on results – **nothing**
- h) TTHM update – **no results back yet. Next compliance check will be Jan., 2024**
- i) GPS Software for mapping valves and pipe – **ongoing**
- j) **New VFDs & Level controls for Lift Stations – no update**

- F. Enter executive session, in accordance with ORC 121.22 - **Motion to enter into Executive session @ 7:30pm to discuss employee compensation was made by J.Beardsley with a 2nd by L.Rausch. Motion to come out of executive session @ 7:40pm was made by J.Schafer with a 2nd by R.Beardsley.**
- G. **Motion was made to approve Employee Wage Increases, motion was made by J.Schafer with a 2nd by G.Schafer. Employee wage increases are as follows:**
Eric Wenzinger - \$2.00/hr., Heather Baker - \$1.00/hr., Derian Treat - \$1.75/hr., Xavier Westrick - \$1.50/hr.

All of these wages are effective as of 1/1/2024. Vote was as follows; Yea: J.Schafer, L.Rausch, R.Beardsley, J.Beardsley, K.Miller, and G.Schafer. Vote was all in favor, with none opposed. Motion carried.

- H. Additional Business – Reminder – J.Beardsley & S.Monteith, swearing in at Jan. 2024 meeting
- I. Legal Counsel - nothing
- J. Adjournment - A motion was made by **J.Schafer** with a 2nd by **K.Miller** at 7:47pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 7:47pm.



Greg Schafer, District President



Kenton Miller, District Secretary

