

PRESIDENT
Greg Schafer

AYERSVILLE WATER AND SEWER DISTRICT
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BOARD MEMBERS
John Miller
Vacant
Vacant

VICE PRESIDENT
John Ehlinger

TREASURER
Janet Beardsley

DISTRICT MANAGER
David Wright

SECRETARY
Ronda Phillips

DISTRICT CLERK
Gayle Decator

**MINUTES FOR THE BOARD MEETING ON OCTOBER 19, 2017
MEETING STARTS AT 7:00 P.M.**

- A. The meeting was called to order, in accordance with ORC 121.22, at 7:00pm
- B. Roll of Officers and attendees was called by President G. Schafer. Officers present were J. Ehlinger, J. Beardsley, and R. Phillips, with J. Miller. New members David Wren and Jason Schafer were in attendance, as were Mark Manon and Attorney Carl Ireland. David and Jason introduced themselves and gave a short background about themselves to the Board. Carl Ireland swore in new members and provided them with copies of the Ohio Ethics policies and regulations.
- C. Public Comment – StanTec office manager Adam Houff and project manager Larry Gamble were in attendance to introduce themselves to the Board and give a brief overview of the Findings and Orders issued by the OEPA and their experience, and to answer any questions the Board members may have before entering into the Master Services Agreement.
- D. Board members read the previous meeting's minutes from September 21, 2017. A Motion was made to approve the minutes by J. Ehlinger, with a 2nd by J. Miller. Vote as follows; all in favor, with none opposed: Motion carried.
- E. Correspondence – no new correspondence was received by the Board
- F. Reports of Officers and Committees
- i) President
 - a) Two new members appointed by the Highland Township Trustees, who received at least three letters. G. Schafer was unsure who the other person was who sent a letter to be considered for the vacancies.
 - b) Bond and indemnification for Treasurer was discussed by C. Ireland, who explained the purpose of the bond to protect the treasurer and the District from malfeasance or misfeasance by the person holding the office. The District also maintains insurance on the employees to protect the District as well.
 - c) David had sent an email to Greg and Janet concerning his vacation time, which he believed was not properly credited to him. He and Mark were not allowed to use any vacation time during his 1st 90 days and didn't receive credit for that time. The Board agreed to retroactively credit his vacation time for the 90-day period for both David and Mark, and J. Miller made a motion to investigate and adjust Gayle's vacation time back to her original start date, with a 2nd by David Wren. Vote as follows; all in favor, with none opposed. Motion carried.
 - ii) Treasurer
 - a) The following Monthly Financial Reports for August 2017 were emailed to the Board members for review:
 - 1) bank statements

- 2) bank reconciliation
- 3) customer adjustment
- 4) wage and leave report
- 5) purchase orders
- 6) vendor list
- 7) other reports - water and sewer billing report, appropriations, income, etc.

b) A motion to approve monthly reports was made by R. Phillips, with a 2nd by J. Miller. Vote as follows: Yea – D. Wren, J. Beardsley, R. Phillips, J. Miller, J. Ehlinger, J. Schafer and G. Schafer, with none opposed. Motion carried.

iii) District Manager – David emailed his District Manager's monthly report to the Board for review ahead of the meeting. Updates to his report included the hydrant on Ayersville Pleasant Bend Road got hit on 10/17/2017; David and Mark will get it fixed and report out at the next meeting. It was noted that City of Defiance was flushing their lines during the week of October 16th, and Ayersville will start line flushing on October 23 or 24th, and finish in 2.5 days.

iv) Budget Committee Meeting – during the last Budget committee meeting, the team were able to get through the expenses, and will meet on 10/24/2017 to review the revenue side and have a budget ready for a vote in January

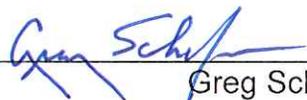
G. A motion was made to enter executive session, in accordance with ORC 121.22, if necessary, for the purpose of discussing potential administrative action proposed by OEPA, at 8:10 pm by J. Ehlinger, with a 2nd by J. Miller. Vote as follows: All in favor, with none opposed. Motion carried.

H. A motion was made to return from executive session and reopen public meeting by J. Miller, with a 2nd by J. Beardsley at 8:30 pm: Vote was all in favor, with none opposed. Motion carried.

I. Additional business

- i) A motion was made to approve Resolution 1710.01 to accept Findings & Orders of the Ohio EPA, dated 09/11/2017, by R. Phillips, with a 2nd by J. Ehlinger. Vote was all in favor, with none opposed
- ii) A motion was made to approve Resolution 1710.02 to enter into Master Services Agreement with StanTec Consulting Services by J. Beardsley with a 2nd by R. Phillips. Vote was all in favor, with none opposed. Motion carried.
- iii) Motion to adopt AWSD Bylaws of the Board of Trustees, dated 10/19/2017 was tabled until 1st quarter of 2018.

J. A motion to adjourn the meeting was made at 8:40 pm by R. Phillips with a 2nd by J. Schafer. Vote was all in favor, with none opposed. Motion carried.



Greg Schafer, AWSD President



Ronda Phillips, AWSD Secretary