

PRESIDENT  
Greg Schafer

**AYERSVILLE WATER AND SEWER DISTRICT**  
**13961 FRUIT RIDGE ROAD**  
**DEFIANCE, OH 43512**  
**PHONE 419-395-1733**  
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BOARD MEMBERS  
John Miller  
Jason Schafer  
Kenton Miller

VICE PRESIDENT  
John Ehlinger

TREASURER  
VACANCY

DISTRICT MANAGER  
VACANCY

SECRETARY  
Ronda Phillips

DISTRICT CLERK  
Gayle Decator

FIELD OPERATOR  
Eric Wenzinger

**MINUTES FOR THE BOARD MEETING ON APRIL 19, 2018**  
**MEETING STARTS AT 7:00 P.M.**

- A. President G. Schafer called the meeting to order, in accordance with ORC 121.22, at 7:00 pm.
- B. Roll Call of Officers and attendees was called: those in attendance were G. Schafer, J. Ehlinger, R. Phillips, J. Miller, J. Schafer and K. Miller. Also at the meeting is Carl Ireland, District attorney, E. Wenzinger and G. Decator.
- C. Public Comment – none at this meeting
- D. A motion was made by J. Ehlinger, with a second by R. Phillips, to approve the meeting minutes from March 15, 2018. Vote as follows; Yea – all in favor, with none opposed. Motion carried.
- E. Correspondence
- i) Gayle received an email from Ken Weaner @ First Federal Bank to inform the district of a rate increase for ICS account, from 1.15% to 1.4%
  - ii) Leever Glass quote to add another opening in the security partition so Gayle can interact with multiple customers, for \$675/both windows. If we choose to replace only one side, the cost will be less. Eric will check on only replacing the window without the opening. A motion was made to approve the expenditure by J. Schafer, with a second by J. Miller. Vote as follows; Yea – J. Schafer, J. Ehlinger, J. Miller, K. Miller, R. Phillips, and G. Schafer, with none opposed. Motion carried.
  - iii) Jim Croy from Revere Phone Services dropped a brochure to upgrade the company phones. No action taken.
- F. Reports of Officers and Committees
- i) President
    - a) Water Loss Report
    - b) Ohio EPA partial notice of violation – progress C. Ireland on meeting with StanTec
      - i) The district has paid StanTec \$25,822 of the \$3,850 to negotiate with OEPA, and not to exceed engineering costs of \$24,000 to come up with a general plan to submit to OEPA.
      - ii) Spoke with the city of Defiance to get their plans are for reducing TTHMs. They have a project out for bids for design in 2019, implement in 2020 (GHS Project). We may have to ask for permission to do extra flushing from OEPA, rather than implement a project that won't be needed once Defiance gets their project in place. Need to get more flushing data from StanTec.
    - c) Janet Beardsley resignation – R. Phillips volunteered to take Treasurer position. The Board would like to thank Janet for service on the Board. Gayle will take over secretarial duties until a new board member is appointed and position is filled.

d) Additional information from President

- 1) Robert Carpenter – meter issue: G. Schafer did an average of Mr. Carpenter's water bill for the last 24 months; his highest bill was \$67, with an average of \$44
- 2) Josh Foss - Offer and hiring of new Field Operator – Start May 1, 2018
- 3) Records training for employees – June 1, 2018 in Archbold – employees to sign up at <http://ohioauditor.gov/trainings/publicrecords>
- 5) Recommendations for new Board members
- 6) A motion was made to promote Eric Wenzinger to position of District Manager by J. Ehlinger with a second by J. Schafer with the vote as follows; Yea – R. Phillips K. Miller, J. Schafer, J. Ehlinger, J. Miller and G. Schafer with none opposed. Motion carried. Wage increase to begin on 04/09/2018
- 7) A motion was made to renew the Employee medical insurance by J. Miller, with a second by K. Miller. Vote as follows; Yea – R. Phillips, K. Miller, J. Schafer, J. Ehlinger, J. Miller and G. Schafer, with none opposed. Motion carried.

ii) Treasurer

- a) The board members reviewed the following monthly Financial Reports for March 2018
  - 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) Motion to approve monthly reports was made by R. Phillips, with a second by J. Ehlinger. Vote as follows; Yea – J. Schafer, J. Ehlinger, J. Miller, K. Miller, R. Phillips and G. Schafer. Motion carried.
- c) Paul Rennick stated engineering services should come out of Capital account/fund.

iii) District Manager

- a) Nancy Cooper requested that the city water be shut off. Eric said he would have to dig down to the main, sever the line and cap it, and remove the meter and Sensus reader so the connection will be completely cut off. Sewer will be charged at the flat rate.
- b) Quotes to update the readers for lift stations, pump stations and tower from Koester. Matt Flory is helping with quotes from Bergren (?). One quote is for \$37,500 to update everything, so employees would get text messages when a pump or lift goes out.
- c) Dohoney Road pump was pulled and is basically junk. A new pump will cost \$5700, or repair it for \$4500. The other pump keeps tripping the breaker; it's still under warranty, so the technician is coming out to find the problem. The other pump got a cable sucked up into the impeller. It can't keep up in the rain or under most loads. We should see about getting one good pump in the lift station and see if we can get one good pump from the two that were pulled.
- d) Water tap is done at Adam Weisner property. Mike Miles helped with installation, boring under the road and into the crawl space.
- e) Getting calls from booster station from water filling up the door alarm. Added weather stripping to the door, Habitec is working to get faulty alarm replaced.

G. A motion was made by J. Ehlinger, with a second by J. Miller to enter executive session, in accordance with ORC 121.22, to discuss employee compensation at 8:40 pm. The vote was all in favor, with none opposed. Motion carried

H. A motion was made to return from executive session and reopen public meeting at 8:55 pm by J. Miller with a second by R. Phillips. Vote was all in favor with none opposed. Motion carried.


I. A motion was made to approve R. Phillips as Treasurer by J. Ehlinger, with a second by J. Miller.  
Vote as follows; Yea – all in favor, with none opposed. Motion carried.

G. Schafer brought an article from Crescent News for safety grants from BWC. He asked that Eric check to see if there is anything that we need based on labor or sales dollars, and what strings are attached, if any. It may be something worth checking into.

A motion was made to approve Resolution 1804.01 to change the signatories on the District accounts to remove Janet Beardsley and vest G. Schafer, J. Ehlinger, R. Phillips and Eric Wenzinger.

J. A motion was made to adjourn the meeting by J. Miller, with a second by J. Ehlinger. The vote was all in favor, with none opposed. Motion carried. Meeting adjourned at 9:02 pm.

X   
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Greg Schafen  
President

X   
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Ronda Phillips  
Secretary