

AYERSVILLE WATER AND SEWER DISTRICT

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WEBSITE: ayersvillewsd.com

BOARD

President: Greg Schafer **Vice President:** John Ehlinger **Treasurer:** Ronda Phillips **Secretary:** Vacant
Members: John Miller, Jason Schafer, Kenton Miller and Janet Beardsley

EMPLOYEES

District Manager, Eric Wenzinger **Clerk,** Gayle Decator **Field Operators,** Josh Foss

MINUTES FOR THE BOARD MEETING ON AUGUST 16, 2018 MEETING STARTS AT 7:00 P.M.

- A. President Schafer called the meeting to order, in accordance with ORC 121.22, at 7:00pm
- B. Roll Call of Officers and attendees was as follows: Present are Greg Schafer, John Ehlinger, Ronda Phillips, John Miller, Jason Schafer, Janet Beardsley and Kenton Miller. Also present were AWSD Attorney Carl Ireland, Eric Wenzinger, District Manager and Gayle Decator, Clerk.
- C. Public Comment – No public comment.
- D. Reading and approval of the previous meeting's minutes — A motion to approve the minutes for the regular meeting on July 19, 2018 was made by J. Beardsley, with a 2nd by K. Miller. Vote as follows: All in favor, with none opposed. Motion carried.
- E. There was no new correspondence for this meeting
- F. Reports of Officers and Committees
 - i) **President**
 - a) Nancy/Robert Cooper disconnection- Water line disconnection is complete, along with gathering the meter and Sensus box.
 - b) Updates on the General Plan to EPA for TTHM Findings – EPA has not accepted our plan for flushing. We have 30 days to respond with a detailed letter for another plan of action. Carl and Eric are going to call Stantec week of 8-20 to formulate a plan to address the recent letter received from the EPA.

- c) Chlorination project progress- Eric has received a quote from Koester's for \$25,357. He also contacted IFM, however, IFM is the sub for the project. A Motion to accept Koester's quote was made by J. Ehlinger, with a 2nd by R. Phillips with the vote as follows; those in favor- G. Schafer, J. Ehlinger, R. Phillips, J. Schafer, J. Miller, J. Beardsley and K. Miller, with none opposed. Motion Carried.
- d) Cord discussion- Greg mentioned the cost for less than 1000 taps would be \$250/year. Carl believes it to be a good contact point for the District being that CORD represents 6119 Water and Sewer Districts. A Motion to join CORD was made by J. Ehlinger, with a 2nd by J. Schafer. Vote was all in favor, with none opposed. Motion Carried.

ii) Treasurer

- a) Review of the Monthly Financial Reports for July 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) A motion to approve the monthly financial reports was made by R. Phillips, with a 2nd by J. Miller, with the vote as follows; those in favor – G. Schafer, J. Ehlinger, R. Phillips, J. Beardsley, K. Miller, J. Schafer and J. Miller, with none opposed. Motion carried.
- c) Additional Reports from Treasurer- none
- d) Gayle brought to the Boards attention the Appropriation account codes that are causing issues during the Audit. The Budget committee will meet to discuss future changes that will need to be addressed.

iii) Rules Committee-

- a) Accounting Procedures Manual- Gayle, Ronda & John Ehlinger have made updates to the manual. Each Board member received a copy for review and approval. Greg has requested making some additional changes.
- b) Disabled customers disconnection policy- Greg requested to look into a policy to see if we have a policy for disabled. If not, may need to include one.
- c) Greg brought up the fact that we still have an open seat on the Rules Committee and suggested Janet Beardsley and she accepted.

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

- a) Lead & Copper tests done. Results were good and hand delivered to all 10 customers who took the samples.
- b) Asset Mgmt. needs to be completed and turned in the EPA by October 1st. Eric and Carl will work together to get it done.
- c) A quote for backup generator for the pump station was received from Highland Center Electric for \$25,000.
- d) Leaks: Water curb stop leaking on Bowman being repaired 8/17/18; fixed valve on Blanchard. A possible sewer leak on outlet of grinder pump on Bowman.
- e) Taps: Still waiting on Kendra Limber's water tap on St Rt 15; Coordinating with Jerry Gerken for new water tap at 14650 St Rt 15 for Wanda Schlosser, beginning the week of August 27th. She has paid half the cost. Nagel's to tap and tie into waterline at the school on August 23-24.
- f) MW Concrete has been hired to complete work in the parking lot. Depending on weather, should be mid/late September.
- g) SCADA meeting- Big savings on phone/internet, would save on overtime & gas, would like to get started ASAP and finish before winter. Complete turn-key installation.
- h) Possible developing problem with gate valves installed in the 1990's. Bolts made before 1997 were made with galvanized steel. The bolts are rusting completely apart, causing valves to leak.
- i) Ordered fittings to keep in inventory, as well as, a grinder pump basin for backup or in case of a new tap emergency, due to there being a 4-week lead. No trespassing signs have been purchased for lift stations and tower.
- j) Josh Foss has almost completed his grinder pump training and Eric has contacted other entities about doing their repairs.
- k) Brandon Foss has gone back to college. Eric would like to hire a replacement for him.

G. A Motion to enter into Executive Session, in accordance with ORC 121.22, to discuss pending and ongoing enforcement action was made at 8:38 pm by J. Miller, with a 2nd by J. Ehlinger. Vote was all in favor, with none opposed. Motion carried.

H. A Motion to return from Executive Session and reopen public meeting was made at 9:02 pm by R. Phillips with a 2nd by J. Miller. Vote was all in favor, with none opposed. Motion carried.

I. Additional Business

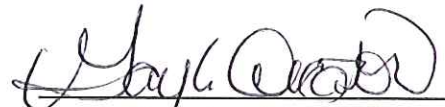
- i) Motion to approve Resolution 1808.1 to Certify Delinquent Water and Sewer Accounts to the County Auditor was made by R. Phillips, with a 2nd by J. Schafer. Vote was all in favor with none opposed. Motion Carried.
- ii) Motion to approve Resolution 1808.2 to Certify Phase A Assessments to the County

Auditor was made by J Ehlinger, with a 2nd by R. Phillips. Vote was all in favor with none opposed. Motion Carried.

J. A motion to adjourn the meeting was made by J. Ehlinger, with a 2nd by R. Phillips, at 9:10 pm. Vote was all in favor with none opposed. Motion carried. Meeting adjourned at 9:10 pm.



Greg Schafer, President



Gayle Decator, District Clerk

REP