

PRESIDENT
Greg Schafer

AYERSVILLE WATER AND SEWER DISTRICT
13961 FRUIT RIDGE ROAD
DEFIANCE, OH 43512
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BOARD MEMBERS
John Miller
Jason Schafer
Vacancy

VICE PRESIDENT
John Ehlinger

TREASURER
Janet Beardsley

SECRETARY
Ronda Phillips

DISTRICT MANAGER
Vacancy

DISTRICT CLERK
Gayle Decator

FIELD OPERATOR
Eric Wenzinger

MINUTES FOR THE BOARD MEETING ON FEBRUARY 15, 2018
MEETING STARTS AT 7:00 P.M.

- A. President Schafer called the meeting to order, in accordance with ORC 121.22, at 7:00 pm.
- B. Roll Call of Officers and attendees was taken. Those in attendance were G. Schafer, J. Ehlinger, J. Beardsley, R. Phillips, J. Miller, J. Schafer and Field Operator Eric Wenzinger. Also in attendance was Attorney Carl Ireland.
- C. Public Comment – John Yeutter came in to discuss the cost of pipe installed so he can get hooked up to sewer and water. Eric stated that the finish pipe, curb stop, and wire is in the ground. The grinder pump needs to be dropped in so the installation can be completed. The Board agreed to collect costs only for pipe and couplers on the John Yeutter invoice, and a motion to that effect was made by J. Miller, with a second by J. Ehlinger. Vote as follows: Yea – R. Phillips, J. Miller, J. Beardsley, J. Ehlinger, J. Schafer and G. Schafer, with none opposed. Motion carried.
- D. Reading and approval of the previous meeting's minutes – January 18, 2018: Motion was made to accept the minutes from the January 18, 2018 by J. Ehlinger, with a second by J. Miller. Vote was all in favor with none opposed. Motion carried.
- E. There was no additional correspondence this month.
- F. Reports of Officers and Committees
- i) President
 - a) Water Loss Report – this report will continue each month
 - b) Ohio EPA partial notice of violation – January 12, 2018: Matt Flory is developing a contingency plan and a backflow prevention plan. The District will need an asset management plan by October 2018. Mr. Flory has experience developing these plans that includes what the district owns and lifespans of assets, capital plan, expenditures, and emergency plans.
 - c) Ayersville Athletic booster golf outing fundraiser – not discussed
 - d) Additional information from President
 - 1) Committee project priorities – G. Schafer reviewed several projects with board members and came up with priorities for each project by quarter. Some items need to be updated, while others need to be developed.
 - 2) The board agreed to rescind January late fees due to post office delays, and included the information on the adjustments report.
 - 3) Robert Carpenter is still upset with his alleged meter issue. He is claiming excessive billing and claims to not be using excess water. Eric has offered to replace the meter with a new meter at customer expense and test the existing customer meter, but so far the customer has refused, as well as refused to

pay what he claims is excess billing.

- 4) Sixteen people have signed up for Paperless billing and DOXO direct withdrawal of payments. Gayle has posted notices on the door and at the window and has been asking customers to sign up when they come into the office.
- 5) John Yeutter water and sewer installation progress – covered in Public Comment
- 6) President Schafer has highly encouraged our employees to get their hepatitis and tetanus shots due to the type of work and the conditions to which they are exposed. Eric is working to get to the Defiance Clinic to get his shots.

ii) Treasurer

- a) J. Beardsley reviewed the following Monthly Financial Reports for January 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 monthly reports for January was made by R. Phillips, with a second by J. Miller. Vote as follows: Yea – R. Phillips, J. Miller, J. Beardsley, J. Ehlinger, J. Schafer and G. Schafer, with none opposed. Motion carried.
- c) There were no additional reports from Treasurer this month.

iii) District Manager's monthly report

- a) President Schafer updated the Board on the Chlorine project. Feller Finch has submitted a detailed plan, and StanTec has approved the plan. Matt Flory is reviewing the plan; now we need a timeframe for installation and approval from OEPA.


- iv) Employee Relations – Board members held a discussion on hiring Josh Foss, who previously applied for the Field Operator position. The Board members agreed to place another ad for a Field Operator position to find a person that has experience in the field.

G. Additional business

- i) A motion was made to approve Resolution 1802.01 to certify delinquent accounts to the Defiance County Treasurer by J. Miller with a second by J. Ehlinger. Vote as follows: Yea – R. Phillips, J. Miller, J. Beardsley, J. Ehlinger, J. Schafer and G. Schafer, with none opposed. Motion carried.
- ii) A motion was made to authorize Eric Wenzinger to review and verify cash payments and checks received by J. Miller, with a second by G. Schafer. Vote was all in favor, with none opposed. Motion carried.

- H. A motion for adjournment was made by J. Miller, with a second by J. Ehlinger. Vote was all in favor, with none opposed. Meeting adjourned at 8:30 pm.


3-15-18


04/13/2018