

# AYERSVILLE WATER AND SEWER DISTRICT

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13961 Fruit Ridge Rd  
Defiance, OH 43512

## BOARD

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

## EMPLOYEES

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District Manager, Vacant    Clerk, Gayle Decator    Field Operators, Eric Wenzinger

### MINUTES FOR THE BOARD MEETING ON MARCH 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 P.M..
- B. Roll Call of Officer and Attendees-those in attendance were as follows; Greg Schafer, John Ehlinger, Janet Beardsley, John Miller and Jason Schafer. Absent Member was Ronda Phillips. New Board Member, Kenton Miller, was in attendance as were Eric Wenzinger, Gayle Decator and Attorney Carl Ireland.  
Kenton introduced himself and spoke a little bit about himself. Carl Ireland swore him in and provided him with copies of the Ohio Ethics policies and regulations.
- C. Public Comment-None
- D. Reading and approval of the previous Board Meeting Minutes-February 15, 2018. A Motion was made to approve the minutes by J. Ehlinger with a second 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) Water Loss-G. Schafer discussed a rough draft of a letter he would like to have sent out to customers. In an effort to determine the causes for infiltration, he would like to have customers check their caps on the cleanouts to assure they are not letting ground water infiltrate into the system. If broke or missing will need replaced. Also asking that water customers contact AWSD if they are

experiencing slow flows. Working together would help hold down operating costs and limit future rate increases.

b) Larry Gamble and Taylor Price from Stantec were in attendance to present their plan in regards to the January 12, 2018 Ohio EPA notice of Violation for the Findings and orders of TTHM's. General plan needs to be prepared to address the TTHM levels by June 9, 2018. The proposed treatment from Stantec is an air stripping system at the pump station that reduces TTHM's by 35-45%. Rough estimates are \$379,200. A shed style building with heat will also need to be placed at the property to house this unit.

A few other treatments were looked at, such as active carbon filters and aeration in the tank. Both were ruled out. Not sure how it would affect the hydrants at St Rt 66 and Blanchard Rd. The threshold for maximum levels is 80 micrograms per liter. Pump station does not exceed at 57 mcgs. By time it gets to elevated tank it is 76.9mcgs. By time it gets to Blanchard Rd it is at 113 mcgs and 92.8 mcgs at State Route 66.

Temperature is also a factor. The warmer the weather, the higher the levels. The amount of time water sits in distribution forms TTHM's as well.

c) J. Schafer requested sponsorship for the 1<sup>st</sup> annual Golf outing to take place July 2018. He thought it would be good for the District to take part in the Community. Sponsorships include, hole sponsors, gift for closest pin, as well as, Shareholder Sponsor. At the discretion of our Attorney, he thinks it would be best if we created a Marketing fund in doing these kinds of things. Therefore, we have decided to table this for next year and include a Marketing budget.

d) Additional information from President

1) Robert Carpenter meter issue- Eric Wenzinger had the meter sent to EJP for meter tests. The meter tested good. His bill will remain as it was billed with no credits to the account. No additional charges will be billed.

2) Gayle informed the Board that we currently have 27 customers now signed up for Paperless billing and 7 for the auto-debit for payments. She will continue to talk to customers about these services as they come in and also will have the information put on the monthly billing.

3) John Yeutter sewer installation progress- Eric stated to the Board that the project is complete and paid in full.

- 4) Eric Wenzinger had his tetanus shot. He had his 1<sup>st</sup> hepatitis shot. He is scheduled for his 2<sup>nd</sup> one next week, then the last one in 5 months.

ii) Treasurer

- a) J. Beardsley reviewed the monthly Financial Reports for February 2018.
  - 1) Bank Statements
  - 2) Bank Reconciliation
  - 3) Customer Adjustments
  - 4) Wage and Leave Report
  - 5) Purchase Orders
  - 6) other reports-water and sewer billing report, appropriations, income, etc
- b) A Motion to approve the monthly reports for February 2018 was made by Jason Schafer, with a second by John Ehlinger. Vote as follows; Yea-J. Miller, J Ehlinger, G. Schafer, J. Beardsley, J. Schafer and K. Miller, with none opposed. Motion carried.
- c) Additional Reports from Treasurer- The exemption for the Certified Notice for Continuing Education has been taken care of for this year. It is to be done on annual basis. Discussion was also made about the Professional & Technical Services fund under the Water Operating account needing more funds or possibly some invoices being paid from other fund accounts. Budget committee will look into it more and discuss what to do.

iii) District Managers Monthly Report

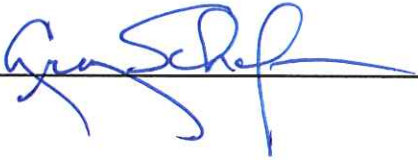
- a) Chlorine Project Update- Attorney Carl Ireland stated that the current set up can not be used and has not been used in a long time. Matt Flory had previously stated to him that there are issues with the design and Steve with Feller and Finch is trying to determine how to fix it. The design will be sent to EPA for a Plan and then a permit to install at about \$15-20,000. Design is close to being completed.

- iv) Employee Relations-Field Operator Progress-Discussion took place about the 2 final candidates, Josh Foss and Steven Baldwin. S. Baldwin attended the meeting to tell us about himself and answer any questions. The ER Committee recommends Josh Foss. A Motion to hire Josh Foss at \$16.00/hr with a .50 window was made by J. Schafer with a second by J. Beardsley.

Vote as follows; all in favor, with none opposed. Motion carried.

G.Schafer requested Kenton Miller to be on the Employee Relations committee and he accepted.

G) A Motion was made by John Miller, with a second by Jason Schafer to adjourn the meeting at 9:43 P.M. Vote was all in favor, with none opposed. Motion carried.



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Greg Schafer, President



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Ronda Phillips, Secretary