

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 NOVEMBER 15, 2018 MEETING STARTS AT 7:00 P.M.

- A. President Schafer called the meeting to order, in accordance with ORC 121.22, at 7:00pm
- B. Roll Call of Officers and attendees is as follows: G. Schafer, J. Ehlinger, R. Phillips, J. Miller, J. Schafer, K. Miller and J. Beardsley. Others in attendance are Eric Wenzinger and Carl Ireland, attorney for AWSD.
- C. Public Comment – None at this meeting
- D. Reading and approval of the previous meeting's minutes — October 18, 2018 – A motion was made to accept the minutes by J. Miller, with a 2nd by J. Schafer. All in favor, with none opposed. Motion carried.
- E. Correspondence - City of Defiance letter regarding GAC was distributed to the Board. AWSD manager accepted the resignation of Matt Flory as Operator of Record, effective 01/01/2019. Eric has contacted IFM to be the operator of record, and received a quote for \$1200 per month.
- F. Reports of Officers and Committees
 - i) **President**
 - a) TTHM Findings & Orders progress – discuss in executive session

- b) Chlorination project progress – Eric reported that the chlorine tank and scales are now gone and there is no chlorine in the system at this time. If we need to add to the system, we can buy bleach from the store.
- c) Part time help status – Eric will repost, but will now need to post for full-time position with the resignation of our field operator as well.
- d) ODOT invoice – an invoice sent to ODOT for water line damage at the SR 15 ditch project. So far ODOT is denying responsibility and refuses to pay.
- e) Asset Mgmt. Plan – Eric is working on the Plan; it is something that we need to have on hand, but doesn't need to be submitted to OEPA
- f) Generator – Barry Froelich quoted \$24,000 for a 30kw generator. Eric found out there is \$10K in grant money available from the EPA for the purchase, and has the application ready to submit. The Budget will be adjusted to include the difference
- g) Eric brought new valves to the meeting to show us what has been happening with the galvanized bolts. As the old bolts deteriorate in the clay, Eric will replace them with stainless bolts.
- h) Contingency and Back Flow Prevention plans have been submitted and approved by OEPA.
- j) Flushing Schedule – will continue to flush bi-monthly. TTHMs are high coming from City of Defiance. Will continue to flush the water tower, booster station, and the two EPA points. If TTHMs continue to be high, we will flush beyond those points.

ii) Treasurer

- a) Review of the Monthly Financial Reports for October 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 2nd by J. Ehlinger. Vote as follows: Yea – J. Schafer, J. Ehlinger, J. Miller, J. Beardsley, K. Miller, R. Phillips and G. Schafer, with none opposed. Motion carried.
- c) Additional Reports from Treasurer

iii) Budget/Finance Committee

- a) Meeting for 2019 Budget will be set for the 1st week of December
- b) Need a resolution for the preliminary budget

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

- a) Need to order two replacement check valves to replace the ones that failed at Ayersville-Pleasant Bend Road – there is a 3-week lead time. Cost is expected to be \$2000/both.
- b) Water tower needs to be cleaned out – looking to get it done Spring 2019
- c) Eric had some questions how vacation time, personal time accrues or gets paid out.

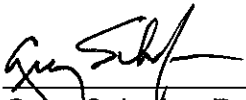
G. A motion was made to enter executive session, in accordance with ORC 121.22, for the purpose of discussing pending litigation, by J. Ehlinger with a 2nd by G. Schafer at 8:12pm.

H. A motion was made to return from Executive Session and reopen public meeting by J. Ehlinger with a 2nd by J. Schafer at 8:27pm

I. **Additional Business**

- i) A motion to approve an amended general plan with Stantec, with the President to sign new plan, was made by G. Schafer with a 2nd by K. Miller. Vote as follows: Yea – J. Schafer, J. Ehlinger, J. Miller, J. Beardsley, K. Miller, R. Phillips and G. Schafer, with none opposed. Motion carried.
- ii) J. Ehlinger turned in his letter of resignation from the Board, effective 01/01/2019. John has elected not to renew his term, citing the need to spend more time with his wife and family. The Board would like to thank John for his many years of service to the Board and community, and wishes him well in the future.

J. **Adjournment** – A motion was made by J. Ehlinger with a 2nd by J. Schafer to adjourn the meeting at 8:45pm. Vote was all in favor with none opposed. Motion carried



Greg Schafer, President



Gayle Decator, District Clerk