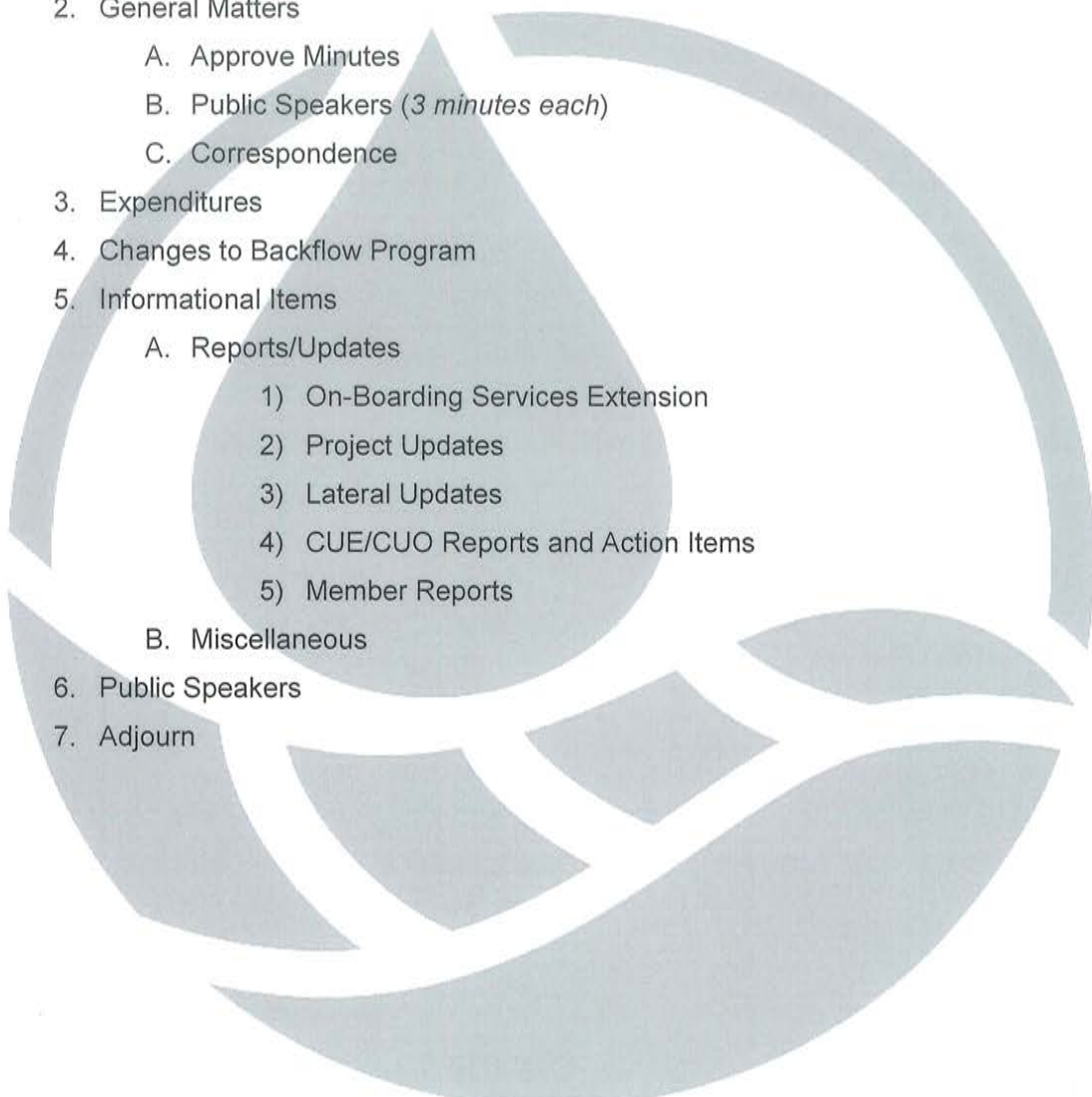


**AGENDA**

For

**Wednesday**

**January 02, 2019**

1. Call to Order
  2. General Matters
    - A. Approve Minutes
    - B. Public Speakers (*3 minutes each*)
    - C. Correspondence
  3. Expenditures
  4. Changes to Backflow Program
  5. Informational Items
    - A. Reports/Updates
      - 1) On-Boarding Services Extension
      - 2) Project Updates
      - 3) Lateral Updates
      - 4) CUE/CUO Reports and Action Items
      - 5) Member Reports
    - B. Miscellaneous
  6. Public Speakers
  7. Adjourn
- 



Avon Lake Regional Water  
**MEMORANDUM**

To: **Board of Municipal Utilities**

From: **Todd Danielson & Rob Munro**

Subject: **Agenda Items – January 2, 2019**

Date: **December 28, 2018**

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Item 4: **Changes to Backflow Program – TAD**

At the December 18, 2018, work session, staff presented the following proposed changes to the Regulations to both provide relief to customers indicating that the May 25 backflow inspection confirmation is too early and assure that inspections are promptly completed. Through the discussion, members determined that the proposed changes provide an appropriate balance of giving customers extra time for backflow inspection, while also assuring public health protection by placing additional emphasis on completion of the inspections. A redlined version of the proposed changes to our regulations is presented below:

**Section 1.19 In-Ground Sprinkler System.** All in-ground sprinkler systems require backflow preventers. Atmospheric pressure type vacuum break is an approved device, however it must be testable, i.e. have test ports. A reduced pressure type backflow preventer is also acceptable. All backflow preventers used shall be listed and approved by the Chief of Utility Operations. All backflow preventers must be tested every year by a person certified by either the Operator Training Committee of Ohio (OTCO) or the Department of Commerce to perform such tests. Failure to test as required will result in shut-off of water to the sprinkler system or user if they are not separate. Reinstatement of water service will be at the standard, Board approved, turn-on fee. Owners or users of such systems will be notified by mail each year ~~in~~during or before April regarding the required inspection and are expected to provide a test report on an approved form to Avon Lake Regional Water from a State certified tester by ~~May 25th~~July 1st. Should no reply regarding this matter be received by Avon Lake Regional Water by ~~the last working day in May, a reminder letter will be mailed and should no test report be received by or on June 15th, that date, a penalty (see Schedule N) will be applied to the account.~~ Additionally, a letter will be mailed indicating the report was not received and that if not received by the first work day after ~~June 30th~~July 15th, water service ~~to the sprinkler or home~~ will be terminated.

Immediately upon connection of an in-ground lawn sprinkling system to the Avon Lake potable water system, the required backflow prevention device must be in place and tested and approved for operation by a certified backflow prevention person. Such person shall have either an OTCO or Department of Commerce certification. Failure to provide such test and certification of same with ten (10) days of the activation of the system may result in a \$500.00 fine and possible loss of water service. It is the property owner's responsibility to assure that such certification is received by the required time. No pump shall be connected to an in-ground sprinkler system either to increase pressure or to purge the sprinkler system. If a pump or air compressor is used to purge the system, the backflow preventer must be removed and the sprinkler line shut off.



Continued noncompliance with this regulation subjects the offender to an immediate fine of \$500.00 to \$1,000.00 and termination of water service or loss of backflow testing certification, which the Chief Utilities Executive shall determine.

Schedule N is a new attachment to the Regulations regarding the penalty for non-compliance and is attached for the Board's approval.

The Principles that would help guide the Board are:

- ◆ Provide quality, affordable water services.
- ◆ Exercise fiduciary responsibility.

*Recommended Motion:*

*I move to modify Title II, Chapter 1, Section 1.19 of our Regulations regarding in-ground sprinkler systems as attached and add the attached Schedule N to our Regulations.*

**Item 5a1: On-Boarding Services Extension – TAD/RKM**

At the July 10, 2018, meeting, the Board extended the on-boarding services that Miles LeHane has been providing to also include executive coaching of the CUE and CUO. The CUE and CUO believe this assistance has significantly helped improve their effectiveness. At the Board's last meeting, the Chairman indicated that it may be advantageous to add management coaching to Dr. David Miles' services. The CUE and CUO believe that is an excellent way to help improve the launch of the continuous improvement/ISO 9001 program in 2019 and have worked with Miles LeHane to draft a scope of work and budget.

The CUE and CUO are interested in gauging the level of Board support for extending the Miles LeHane term of engagement and scope to include management coaching and an extension of the executive coaching to focus on team integration and effectiveness. Depending upon the term and scope, the assistance may cost in the \$20,000 to \$40,000 range.

**Item 5a2: Project Updates – RKM**

*ETL-2 Emergency Repair:* The Race Road repair was completed, and the line was put back into service on December 20th. As crews were cleaning up the area, a different leak was identified in a field about a half-mile from the Race Road repair site. Parts were immediately ordered to repair it. The leak turned into a break early in the morning on December 26<sup>th</sup>. Crews immediately mobilized under the existing emergency declaration and worked continuously throughout the night of December 26<sup>th</sup> and most of the day on December 27<sup>th</sup> to complete the repair of a 60 – foot section. During this time, water service was maintained to all customers.

*45 Project:* Construction was idle during the Christmas and New Year holidays. Work on Forest will resume on Wednesday January 2<sup>nd</sup> and work on Lakewood will resume on Monday January 7<sup>th</sup>.

*Elyria Interconnection Project:* Work continues to progress on this project with various site work at West Ridge Rd. and Miller Rd. Tapping sleeves were installed the week of December 24<sup>th</sup> at Miller and West Ridge Roads. The only outstanding items that will need completed are site restoration, paving and building facade stone work, which will all take place in the spring when weather permits.

Item 5a3:     **Lateral Updates –RKM**

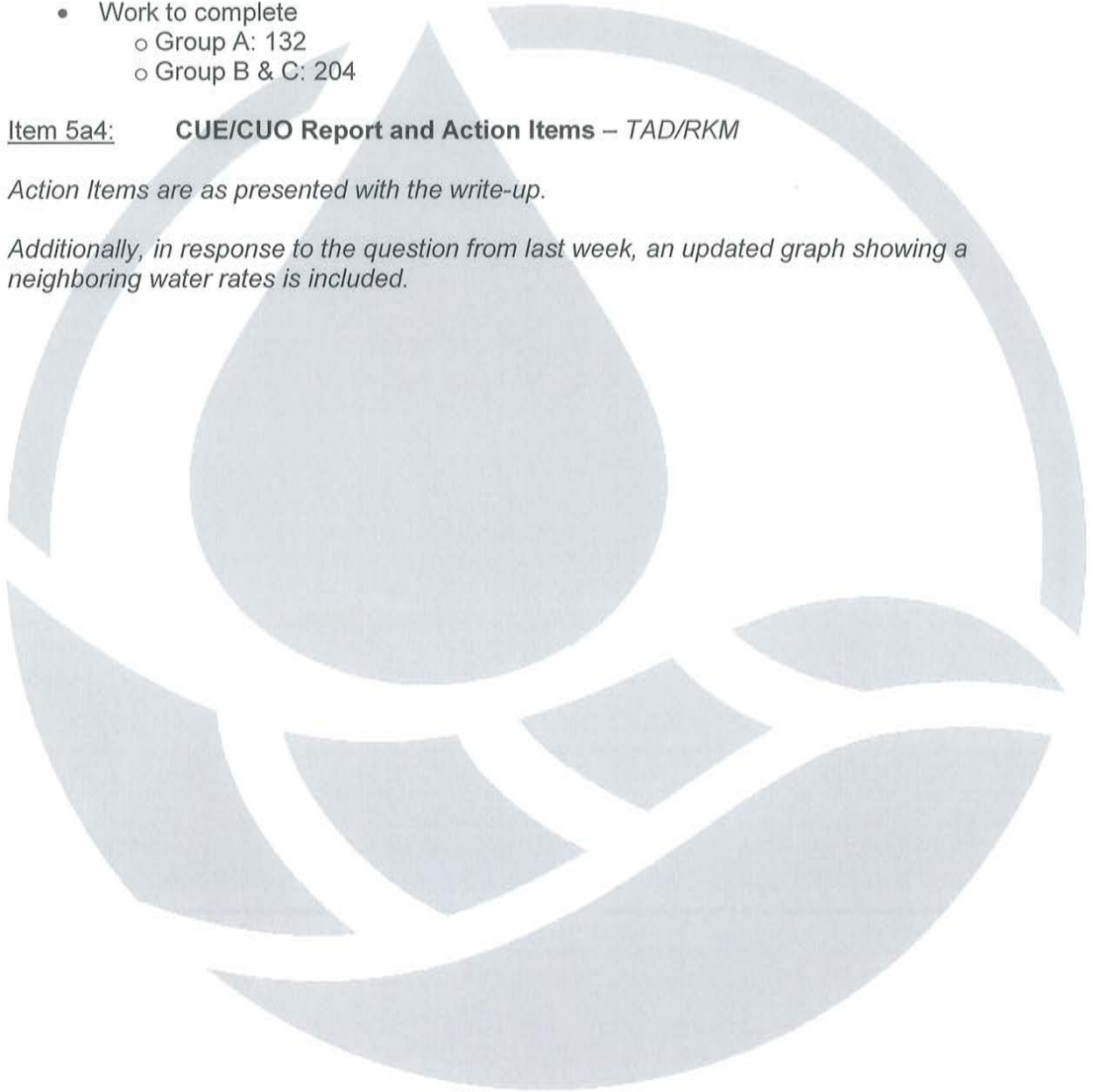
As of Thursday, December 27, 2018:

- No inspections
  - Group A: 0
  - Group B & C: 36
- Work to complete
  - Group A: 132
  - Group B & C: 204

Item 5a4:     **CUE/CUO Report and Action Items – TAD/RKM**

*Action Items are as presented with the write-up.*

*Additionally, in response to the question from last week, an updated graph showing a neighboring water rates is included.*







Board of Municipal Utilities  
**Work Session Minutes**  
**December 18, 2018**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:00 PM.

Present: Mr. Abram, Mr. Dzwonczyk, Mr. Rush, and Mrs. Schnabel. Mr. Phillips was excused.

Also present: Mayor Zilka, Councilmember Zuber, Chris Andro (arrived partway through meeting), Wally Lukas (arrived partway through meeting) CUE Danielson, CUO Munro, and Community Outreach Specialist Arnold (arrived near the end of the meeting).

***Water and Wastewater Rates***

Chairman Dzwonczyk called the meeting to order at 6:00PM and asked the CUE to present the proposal for water and wastewater rate changes. The CUE indicated that since 2013, \$120 million in water and wastewater projects have either been completed or are underway. He reminded members of the \$33 million Storage Improvements Project that would help to limit impacts of potential icing events and other disruptions; the \$37 million water reclamation facility rehabilitation, which is the first major rehabilitation of the facility—some original 1960 items were being replaced; the 11.3 miles of water line replaced, the 12.5 miles of sanitary sewers replaced, and the 200 fire hydrants replaced.

This system reinvestment is leading to significant debt service increases—on the order of millions of dollars per year. Staff has been able to offset some of the increases through the 0%-interest loans, which are saving \$18 million in interest expenses, and through energy programs that have saved \$800,000 in the past 2.5 years. However, additional 4%/year increases for water rates and 15%/year increases for wastewater rates are necessary. This translates to about an additional \$1/week for the average residential customer. Even with the proposed changes, Avon Lake customers would have the lowest combined water and wastewater bills in the region.

As part of the rate change, the CUE is proposing exchanging the water minimum usage requirement and wastewater administrative fee for a minimum service fee. Except for customers with 0 usage, the new fee would minimally impact customers and may even save expenses for the lowest of water users.

Members asked and confirmed that these rate changes were necessary to pay for the debt burden associated with projects required to maintain compliance with regulations, maintain the system, and approved by the Board. The chairman pointed out that a large portion of the wastewater rate increases are associated with the requirement to separate sewers to better protect Lake Erie. Member Abram appreciated the information provided by the CUE and felt that the wastewater rate increases were too large. He also asked the CUE to provide comparisons to other communities in Lorain County.

### ***Backflow***

The CUE presented a draft for the Board's consideration regarding potential changes to the backflow program, indicating that in addition to sending out notification separate from that included on the bills, staff is proposing delaying the due date for confirmation of testing from May 25 to July 1 each year. If confirmation is not received by July 1, a \$50 penalty would be added to the bill. Following that, a letter would be mailed out indicating that if the inspection report is not received by the first workday after July 15, water service would be terminated.

During the Board's discussion, Mrs. Schnabel indicated that she was concerned about the size of the penalty because it was larger than some inspection companies charge for the service. The Chairman responded, indicating that confirmation of a working backflow device is highly important in order to protect public health and that he supported the penalty. Mr. Rush questioned whether delaying the due date was wise, as it could allow customers to further delay confirming their backflow devices are working. After further discussion and the CUE indicating that the fee was meant to help offset the overall cost of the program, members generally supported the proposal, which the CUE intends to bring forward at the Board's January 2, 2019 meeting.

### ***Adjourn***

With no other business before the Board, Mr. Dzwonczyk adjourned the work session at 6:43 PM.

Approved January 2, 2019

John Dzwonczyk, Chairman

Todd Danielson, Clerk



Board of Municipal Utilities  
**Meeting Minutes**  
**December 18, 2018**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:51 PM. Prior to this meeting, there was a Work Session.

Present: Mr. Abram, Mr. Dzwonczyk, Mr. Rush, and Mrs. Schnabel. Mr. Phillips was excused.

Also present: Mayor Zilka, Councilmember Zuber, Chris Andro, Wally Lukas, CUE Danielson, CUO Munro, and Community Outreach Specialist Arnold (left partway through meeting).

***Approve Minutes***

Chairman Dzwonczyk presented the minutes of the December 4, 2018, work session and regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

***Public Speakers***

Mrs. Chris Andro indicated to the Board she would like to know why her water bill for the third quarter went up \$30 to \$40 more than her previous bills. The Chairman asked CUO Munro to work with her to help address her questions and informed Mrs. Andro that if she stays throughout the meeting, she should be able to hear a discussion on the latest bills and the Minimum Usage Fee that would be proposed for the community.

***Correspondence***

The CUE brings to the Board's attention a letter from a customer expressing gratitude and thanks for the service that has been provided.

***Expenditures***

Following review and a brief discussion of expenses dated December 18, 2018, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$ 916,987.41
Wastewater Fund 721	\$ 2,645,309.45
MOR Fund 703	\$ 185,922.94
MOR Fund 762	\$ 485,231.42
LORCO Fund 749	\$ 19,226.48
Lateral Loan Fund 765	\$ 44,500.00
Water Construction Fund 704	\$ 676,020.61
Sewer Construction Fund 724	\$ 1,776,966.05

Ayes: Abram, Dzwonczyk, Rush, and Schnabel

Nays: None  
Motion carried.

### ***Water and Wastewater Rates***

The Chairman asked the CUE to present the proposal for water and wastewater rate changes. The CUE indicated that since 2013, \$120 million in water and wastewater projects have either been completed or are underway. He reminded members of the \$33 million Storage Improvements Project that would help to limit impacts of potential icing events and other disruptions; the \$37 million water reclamation facility rehabilitation, which is the first major rehabilitation of the facility—some original 1960 items were being replaced; the 11.3 miles of water line replaced, the 12.5 miles of sanitary sewers replaced, and the 200 fire hydrants replaced.

This system reinvestment is leading to significant debt service increases—on the order of millions of dollars per year. Staff has been able to offset some of the increases through the 0%-interest loans, which are saving \$18 million in interest expenses, and through energy programs that have saved \$800,000 in the past 2.5 years. The 0%-interest loans have provided a savings of \$55/customer, and energy programs have saved \$8/customer. However, additional 4%/year increases for water rates and 15%/year increases for wastewater rates are necessary. This translates to about an additional \$1/week for the average residential customer. Even with the proposed changes, Avon Lake customers would have the lowest combined water and wastewater bills in the region.

As part of the rate change, the CUE is proposing exchanging the water minimum usage requirement and wastewater administrative fee for a minimum service fee. Except for customers with 0 usage, the new fee would minimally impact customers and may even save expenses for the lowest of water users.

The CUE explained that, when compared to other communities in Ohio, the price for water and wastewater is significantly lower for Avon Lake customers. The proposed rates and adopted rates for the jurisdictions in close proximity all exceed the total rates offered by Avon Lake Regional Water. Specifically, the water rates offered are the second lowest in the state of Ohio (based upon Ohio EPA's 2017 Water and Wastewater Rate Survey). The Chairman pointed out that a large portion of the wastewater rate increases are associated with the requirement to separate sewers to better protect Lake Erie.

After Board discussion, Mrs. Schnabel moved, Mr. Rush seconded, to set proposed water rates per 1,000 gallons of usage as follows:

Usage	Current	For bills issued after July 1, 2019	For bills issued after July 1, 2020	For bills issued after July 1, 2021
Minimum Service Fee	---	\$4.00	\$4.25	\$4.50
Tier 1 (First 50,000/gal)	\$1.92	\$2.00	\$2.08	\$2.16



Tier 2 (Next 200,000/gal)	\$1.48	\$1.64	\$1.71	\$1.78
Tier 3 (Over 250,000/gal)	\$1.32	\$1.37	\$1.42	\$1.48
Note: As of July 1, 2019, there will be no more minimum usage bill of 5,000/gal for 5/8"-3/4" meters. Rather, there will be a Minimum Service Fee which includes the first 2,000/gal of usage.				

Ayes: Dzwonczyk, Rush, Schnabel, Abram  
Nays: None  
Motion carried.

Mr. Abram reiterated that in his opinion a 15% increase in 2019 and again in 2020 is too high. After Board discussion, the Chairman moved, Mr. Rush seconded, to set proposed wastewater rates as follows:

Date	Current	For bills issued after July 1, 2019	For bills issued after July 1, 2020
Administrative Fee per Bill	\$8.25	---	---
Minimum Service Fee	---	\$21.00	\$23.00
Rate per 1,000 gal	\$5.52	\$6.35	\$7.30
Note: The first 2,000 gallons of usage is included in the Minimum Service Fee.			

Ayes: Dzwonczyk, Rush, Schnabel  
Nays: Abram  
Motion carried.

**Letter of Engagement**

The CUE explained that the law firm of McMahon DeGulis has been providing assistance to Avon Lake Regional Water regarding negotiating changes to the NDPES permit as it relates to deadlines. The CUE asked that the Board authorize an additional engagement letter with McMahon DeGulis for assistance regarding general matters, including impact fees, developer agreements, and code interpretation.

After Board discussion, Mr. Rush moved, Mrs. Schnabel seconded, to authorize the CUE to execute the December 12, 2018, the engagement letter with McMahon DeGulis for up to \$50,000 for legal consultation and counseling for general matters.

Ayes: Dzwonczyk, Rush, Schnabel, Abram  
Nays: None  
Motion carried.

**Intern**

Jarod Larson is an engineering intern who has assisted the Engineering Services Manager since September 2017. Due to his excellent service, and his continued assistance with the



Engineering Services Manager during his winter break, the CUE will be increasing his wage to \$13/hour effective January 1, 2019. This increase exceeds the standard annual wage increase for summer help; and, therefore, the CUE provided this to the Board as an information item.

### ***Project Updates***

*ETL-2 Emergency Repair:* The 30" bypass line was installed and put into service on Monday December 10th. Excavation began on Tuesday December 11th to determine the exact location of the leak. The leak was found on the south side of the drainage ditch at a depth of 19 feet to the top of the 42" ETL2. The CUO explained that through further investigation, the leak most likely occurred during the time of installation. The repair process, which began on Wednesday December 12th, was successful, and the project should be completed by the end of December.

*45 Project:* Lateral work continues on Tomahawk. The crew expects this work to finish by the end of December. Storm work continues on Lakewood. Once the crew finishes storm work, it will begin lateral work. The overall project is 74% complete.

- Part A – Water 98%
- Part B – Sanitary 73%
- Part C – Storm 74%
- Part D – Road 51%

*Curtis Project:* This project is 98% complete. Final clean-up will be completed in the spring

*Elyria Interconnection Project:* Work continues to progress on this project with various site work at West Ridge Rd. and Miller Rd. This project should be substantially complete by the end of December. The only outstanding items that will need to be completed are site restoration, paving and building façade stone work, which will all take place in the spring when weather permits.

### ***Lateral Updates***

As of Friday, December, 13, 2018:

- No inspections
  - Group A: 0
  - Group B & C: 42
- Work to complete
  - Group A: 136
  - Group B & C: 209

### ***CUE/CUO Report and Action Items***

The CUO explained that lighting will be put outside to illuminate the sign at 201 Miller Rd. The CUO also provided that the water tower will be illuminated through in-house collaboration between maintenance and the Engineering Services Manager.

The CUE provided an explanation for the comparison between the year 2003 and 2018 in regards to the overall cost of labor compared to the total budget. Personnel remains a similar percentage of the budget, despite the growth in both categories.

### ***Member Reports***

Mr. Abram indicated the Board can approve an amendment to the LORCO cooperative agreement from the current payment of \$10,000 per month, to a new rate of \$8,500 per month.

Mr. Rush informed the Board that at the last human resources meeting, the Technical Support Specialist job description was introduced. Progress has been made on the overall approval of the position, including the salary and job description, and he believes everything will be concluded by the end of January 2019.

The Chairman indicated that he attended the St. Jude's "Golden Shovel" ceremony. Also, he met with the contractor who will be working on the sanitary lateral to the foundation of his business. He will continue to update the Board as progress is made.

***Miscellaneous***

None.

***Executive Session***

The CUE requested to meet in executive session with the Board to discuss legal matters.

Mr. Rush moved, and Mr. Abram seconded to meet in executive session as allowed by ORC 121.22 (G) to discuss employment and legal matters and to include the CUE and CUO.

Ayes (per roll call): Abram, Dzwonczyk, Rush, and Schnabel

Nays: None

Motion carried.

Board reconvened at 8:52 PM.

***Adjourn***

As there was no further business, Mr. Abram moved, Mr. Rush seconded, that the meeting adjourn at 8:52 PM.

Ayes: Abram, Dzwonczyk, Rush, and Schnabel

Nays: None

Motion carried.

Approved December 18, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk





**AVON LAKE REGIONAL WATER  
FUND 701 WATER EXPENSES  
JANUARY 2, 2019**

	Vendor	Amount	Description	Account #
1	Water Employees	\$ 76,584.28	Salaries PR Bi-Weekly 2201826	701.180.000-51102
2	Water Employees	\$ 2,581.14	Part Time Wages PR Bi-Weekly 2201826	701.180.000-51105
3	Water Employees	\$ 1,480.19	Overtime Wages Plant PR Bi-Weekly 2201826	701.180.000-51106.101
4	Water Employees	\$ 1,169.00	Overtime Wages Distribution PR Bi-Weekly 2201826	701.180.000-51106.102
5	Water Employees	\$ 1,284.76	Overtime Wages Admin PR Bi-Weekly 2201826	701.180.000-51106.103
6	Water Employees	\$ 121.50	Overtime Wages Construction PR Bi-Weekly 2201826	701.180.000-51106.104
7	Water Employees	\$ 181.68	Overtime Wages Office PR Bi-Weekly 2201826	701.180.000-51106.105
8	Water Employees	\$ 18,130.10	Employee Time Buy Back PR Bi-Weekly 2201826	701.180.000-52115
9	Water Employees	\$ 1,072.20	Hospitalization PR Bi-Weekly 2201826	701.180.000-52203
10	Water Employees	\$ 436.33	HRA Payment Week Ending 12/14/2018	701.180.000-52203
11	Water Employees	\$ 152.07	MMO Claims Adjs Week Ending 12/14/2018	701.180.000-52203
12	OPERS	\$ 19,098.84	OPERS Pension - Employee Share	701.180.000-52209
13	Cintas Corporation	\$ 53.55	Employee Uniform Rental November 2018 - RK	701.180.000-52226
14	Cintas Corporation	\$ 323.09	Employee Uniform Rental November 2018 - RK	701.180.000-52226
15	Greg Yuronich	\$ 119.00	Reimbursement for Clothing (Boot) Purchase - Dec 18 - RR	701.180.000-52226
16	Huntington National Bank	\$ 366.24	Charges on Mastercard November 2018 - GY	701.180.000-53500
17	Huntington National Bank	\$ 63.00	Charges on Mastercard November 2018 - RKM	701.180.000-53500
18	Huntington National Bank	\$ 89.48	Charges on Mastercard November 2018 - TAD	701.180.000-53500
19	Fedex Corp	\$ 23.67	Shipping Charges 12/12/18 - RKM	701.180.000-53602
20	Staples Advantage	\$ 83.73	Office Supplies 12/08/18 - RKM	701.180.000-53602
21	Huntington National Bank	\$ 21.66	Charges on Mastercard November 2018 - TAD	701.180.000-53604
22	Jones Chemicals Inc.	\$ 3,600.00	Operating Supplies - Chlorine 12/7/18 - GY	701.180.000-53611
23	Grainger	\$ 16.40	Maintenance Supplies 12/10/18 - GY	701.180.000-53612.001
24	GVS Safety Supplies Inc	\$ 55.30	Maintenance Supplies 12/07/18 - GY	701.180.000-53612.001
25	Lowe's	\$ 471.15	Misc Items - City Hall	701.180.000-53612.001
26	Huntington National Bank	\$ 296.95	Charges on Mastercard November 2018 - RKM	701.180.000-53612.001
27	Huntington National Bank	\$ 929.13	Charges on Mastercard November 2018 - GY	701.180.000-53612.001
28	Lakeshore Tool & Equipment LTE Inc	\$ 104.75	Maintenance Supplies 12/3/18 - RK	701.180.000-53612.001
29	Roberts Surveying Supplies Inc.	\$ 99.36	Maintenance Supplies 12/5/18 - JG	701.180.000-53612.001
30	Superior Electric Supply Co. Inc	\$ 27.52	Maintenance Supplies 12/3/18 - GY	701.180.000-53612.001
31	Swift First Aid Corp	\$ 55.35	Service First Aid Cabinets 12/03/18 - GY	701.180.000-53612.001
32	ABC Equipment Rental & Sales Corp	\$ 274.48	Maintenance Supplies 12/17/18 - RKM	701.180.000-53612.001
33	Alloway Corp	\$ 1,970.00	Lab Analysis 11/30/18 - GY	701.180.000-53613
34	Idexx Distribution, Inc.	\$ 395.54	Lab Supplies 12/10/18 - GY	701.180.000-53613
35	Idexx Distribution, Inc.	\$ 5,862.80	Lab Supplies 12/10/18 - GY	701.180.000-53613
36	Lycoming Supply, Inc.	\$ 41,932.80	Walker Road Water Tower Demo (Payment 1) - JG	701.180.000-53701
37	Huntington National Bank	\$ 9.98	Charges on Mastercard November 2018 - RKM	701.180.000-53701
38	Shoreworx Communications Inc.	\$ 3,282.25	Fiber Optic Cable Installation Down Payment - RKM	701.180.000-53701
39	U.S. Bank Equipment Finance Inc	\$ 367.79	Lease Payment on 2 Ricoh Copiers - RKM	701.180.000-53701.001
40	Technology Management Solutions Inc	\$ 1,639.99	Computer Support and Off Site Backup Dec 2018 - RKM	701.180.000-53701.002
41	SuccessFactors, Inc.	\$ 1,234.05	SF Perform/Reward Bundle 11/26/18 - TAD	701.180.000-53701.002
42	SEMS Technologies	\$ 4,145.00	SEMS ProSoftware - 12 Month Renewal - GY	701.180.000-53701.002
43	Engie Resources	\$ 2,717.18	Engie Resources Monthly Energy Charges - TAD	701.180.000-53701.002
44	Patton's Five Star Towing Corp	\$ 37.50	Towing Service 11/26/18 - RK	701.180.000-53701.002
45	Miles LeHane Companies, Inc.	\$ 2,625.00	Ongoing Coaching Fees - TAD	701.180.000-53701.002
46	Corner Stone Prof. Land Surveyors, Inc.	\$ 3,600.00	Topographic Survey - Avon Belden Rd - JG	701.180.000-53701.002
47	Engie Resources	\$ 26,407.82	elec svc @ 33385 Lake Rd SIP Bldg - TAD	701.180.000-53703.002
48	Engie Resources	\$ 5,637.40	elec svc @ 33385 Lake Rd SIP PS - TAD	701.180.000-53703.002
49	Illuminating Company	\$ 590.00	elec svc @ 201 Miller 11/9/18-12/8/18 - RKM	701.180.000-53703.002
50	Vasu Communications, Inc	\$ 28.80	Equipment Maintenance 12/04/18 - RK	701.180.000-53707
51	Todd Danielson	\$ 137.86	Reimbursement for Mileage/Conf. Expenses 12/12/18 - RR	701.180.000-53901
		<u>\$ 231,987.66</u>		







**AVON LAKE REGIONAL WATER  
FUND 721 SEWER EXPENSES  
JANUARY 2, 2019**

	Vendor	Amount	Description	Account #
1	Wastewater Employees	\$ 73,860.13	Salaries PR Bi-Weekly 2201826	721.190.000-51102
2	Wastewater Employees	\$ 4,697.88	Part Time Wages PR Bi-Weekly 2201826	721.190.000-51105
3	Wastewater Employees	\$ 875.01	Overtime Wages Plant PR Bi-Weekly 2201826	721.190.000-51106.101
4	Wastewater Employees	\$ 2,981.70	Overtime Wages Distribution PR Bi-Weekly 2201826	721.190.000-51106.102
5	Wastewater Employees	\$ 1,616.05	Overtime Wages Administration Bi-Weekly 2201826	721.190.000-51106.103
6	Wastewater Employees	\$ 321.38	Overtime Wages Construction PR Bi-Weekly 2201826	721.190.000-51106.104
7	Wastewater Employees	\$ 60.55	Overtime Wages Office PR Bi-Weekly 2201826	721.190.000-51106.105
8	Wastewater Employees	\$ 12,968.07	Employee Time Buy Back PR Bi-Weekly 2201826	721.190.000-52115
9	Wastewater Employees	\$ 1,072.20	Hospitalization PR Bi-Weekly 2201826	721.190.000-52203
10	Wastewater Employees	\$ 397.14	HRA Payment Week Ending 12/14/2018	721.190.000-52203
11	Wastewater Employees	\$ 176.28	MMO Claims Adjustments Week Ending 12/14/2018	721.190.000-52203
12	James J Stein	\$ 1,200.00	Dependent Health Care July - December 2018 - RR	721.190.000-52203
13	OPERS	\$ 19,758.45	OPERS Pension - Employee Share - City Hall	721.190.000-52209
14	Cintas Corporation	\$ 53.54	Employee Uniform Rental November 2018 - RK	721.190.000-52226
15	Cintas Corporation	\$ 389.77	Employee Uniform Rental November 2018 - RK	721.190.000-52226
16	GVS Safety Supplies Inc	\$ 77.90	Employee Clothing 12/7/18 - SB	721.190.000-52226
17	Huntington National Bank	\$ 377.46	Charges on Mastercard November 2018 - SB	721.190.000-53500
18	Huntington National Bank	\$ 63.00	Charges on Mastercard November 2018 - RKM	721.190.000-53500
19	Huntington National Bank	\$ 89.48	Charges on Mastercard November 2018 - TAD	721.190.000-53500
20	Huntington National Bank	\$ 99.85	Charges on Mastercard November 2018 - RE	721.190.000-53500
21	Fedex Corp	\$ 23.67	Shipping Charges 12/12/18 - RKM	721.190.000-53602
22	Staples Advantage	\$ 83.72	Office Supplies 12/08/18 - RKM	721.190.000-53602
23	Huntington National Bank	\$ 21.66	Charges on Mastercard November 2018 - TAD	721.190.000-53604
24	Polydyne, Inc	\$ 5,141.88	Operating Supplies - Polymer 11/29/18 - SB	721.190.000-53611
25	Polydyne, Inc	\$ 2,570.94	Operating Supplies 11/27/18 - SB	721.190.000-53611
26	Roberts Surveying Supplies Inc.	\$ 99.36	Maintenance Supplies 12/5/18 - JG	721.190.000-53612.001
27	Lakeshore Tool & Equipment LTE Inc	\$ 104.75	Maintenance Supplies 12/3/18 - RK	721.190.000-53612.001
28	Mcmaster-Carr	\$ 332.10	Maintenance Supplies 12/14/18 - SB	721.190.000-53612.001
29	Huntington National Bank	\$ 296.95	Charges on Mastercard November 2018 - RKM	721.190.000-53612.001
30	Huntington National Bank	\$ 188.93	Charges on Mastercard November 2018 - SB	721.190.000-53612.001
31	Lowe's	\$ 877.31	Misc Items - City Hall	721.190.000-53612.001
32	Goldstar Products, Inc	\$ 8,369.70	Maintenance Supplies 11/29/18 - SB	721.190.000-53612.001
33	Grainger	\$ 141.06	Maintenance Supplies 12/13/18 - SB	721.190.000-53612.001
34	Grainger	\$ 337.45	Maintenance Supplies 12/13/18 - SB	721.190.000-53612.001
35	Grainger	\$ 76.02	Maintenance Supplies 12/14/18 - SB	721.190.000-53612.001
36	Grainger	\$ 149.82	Maintenance Supplies 12/13/18 - SB	721.190.000-53612.001
37	Swift First Aid Corp	\$ 39.25	Service First Aid Cabinets 12/03/18 - SB	721.190.000-53612.001
38	United Laboratories Inc.	\$ 4,057.17	Maintenance Supplies 11/30/18 - SB	721.190.000-53612.001
39	ABC Equipment Rental & Sales Corp	\$ 274.48	Maintenance Supplies 12/17/18 - RKM	721.190.000-53612.001
40	Jones & Henry Laboratories Inc.	\$ 150.00	Mercury Lab testing 12/06/18 - SB	721.190.000-53613
41	North Coast Enviromental Lab Inc	\$ 39.00	Lab Samples 12/11/18 - SB	721.190.000-53613
42	Shoreworx Communications Inc.	\$ 3,282.25	Fiber Optic Cable Installation Down Payment - RKM	721.190.000-53701
43	Huntington National Bank	\$ 9.97	Charges on Mastercard November 2018 - RKM	721.190.000-53701
44	U.S. Bank Equipment Finance Inc	\$ 367.78	Lease Payment on 2 Ricoh Copiers - RKM	721.190.000-53701.001
45	Patton's Five Star Towing Corp	\$ 37.50	Towing Service 11/26/18 - RK	721.190.000-53701.002
46	Technology Management Solutions Inc	\$ 1,450.00	Computer Support and Off Site Backup Dec 2018 - RKM	721.190.000-53701.002
47	Treasurer, State of Ohio	\$ 5,200.00	NPDES 2018 Annual Discharge Fee - SB	721.190.000-53701.002
48	Miles LeHane Companies, Inc.	\$ 2,625.00	Ongoing Coaching Fees - TAD	721.190.000-53701.002
49	SuccessFactors, Inc.	\$ 1,234.05	SF Perform/Reward Bundle 11/26/18 - TAD	721.190.000-53701.002
50	Huntington National Bank	\$ 72.99	Charges on Mastercard November 2018 - RE	721.190.000-53701.002
51	Illuminating Company	\$ 11,193.33	elec svc @ Waterbury Ave 11/7/18-12/6/18 - SB	721.190.000-53703.001
52	Illuminating Company	\$ 79.91	elec svc @ 671 Bridgeside 11/6/18-12/5/18 - RK	721.190.000-53703.003
53	Illuminating Company	\$ 84.93	elec svc @ Woodbridge Way 11/6/18-12/5/18 - RK	721.190.000-53703.003
54	Illuminating Company	\$ 136.79	elec svc @ 31900 Lake Rd 11/4/18-12/6/18 - RK	721.190.000-53703.003
55	Illuminating Company	\$ 79.48	elec svc @ 641 Lear 11/6/18-12/5/18 - RK	721.190.000-53703.003



56 Illuminating Company  
57 Vasu Communications, Inc

\$	62.86	elec svc @ 758 Jaycox Rd Sew 11/6/18-12/5/18 - RK
\$	<u>28.79</u>	Equipment Maintenance 12/04/18 - RK
\$	170,456.69	

721.190.000-53703.004  
721.190.000-53707

**AVON LAKE REGIONAL WATER  
FUND 703 MOR ETL 1 EXPENSES  
JANUARY 2, 2019**

	Vendor	Amount	Description	Account #
1	Avon Lake Regional Water	\$ 1,991.42	Operator Charges ETL1 November 2018 - RKM	703.180.000-53701.002
2	Ohio Edison	\$ 56.93	elec svc @ Lear @ Mills 11/7/18-12/5/18 - RKM	703.180.000-53703.004
		<u>\$ 2,048.35</u>		





**AVON LAKE REGIONAL WATER  
FUND 762 MOR ETL 2 EXPENSES  
JANUARY 2, 2019**

Vendor	Amount	Description	Account #
1 Hashier & Hashier Mfg Inc.	\$ 150.00	Maintenance Supplies 12/06/18 - RK	762.180.000-53612
2 Core & Main LP	\$ 4,060.30	ETL2 42" DIP Repair 12/05/18 - JG	762.180.000-53612
3 Core & Main LP	\$ 41,500.90	ETL2 42" DIP Repair 12/04/18 - JG	762.180.000-53612
4 Core & Main LP	\$ 33,058.10	ETL2 30" DIP Bypass - JG	762.180.000-53612
5 Core & Main LP	\$ 227.00	ETL2 30" DIP Bypass - JG	762.180.000-53612.002
6 Core & Main LP	\$ 3,605.09	ETL2 Waterline Repair Parts 12/04/18 - JG	762.180.000-53612.002
7 Core & Main LP	\$ 3,100.00	Race Rd ETL2 Water Line Repair Parts 12/14/18 - JG	762.180.000-53612.002
8 Core & Main LP	\$ 976.62	ETL2 Waterline Repair Parts 12/07/18 - JG	762.180.000-53612.002
9 Corpro Companies, Inc.	\$ 4,190.00	Water Tank Inspec/Repairs 12/07/18 - RKM	762.180.000-53612.003
10 American Roadway Logistics, Inc.	\$ 3,570.00	Maintaining Traffic (Partial) - Race Road - JG	762.180.000-53701
11 Bramhall Engineering and Surveying Co. Inc	\$ 595.00	Surveying @ Race Rd thru 12/01/18 - JG	762.180.000-53701
12 Data Command Corp	\$ 898.80	Annual Subscription - ETL2 2019 - GY	762.180.000-53701
13 Avon Lake Regional Water	\$ 5,056.81	Operator Charges ETL2 November 2018 - RKM	762.180.000-53701.002
14 Ohio Edison	\$ 56.81	elec svc @ 37980 Barres 11/6/18-12/5/18 - RKM	762.180.000-53703.004
	<u>\$ 101,045.43</u>		





AVON LAKE REGIONAL WATER  
 FUND 749 LORCO EXPENSES  
 JANUARY 2, 2019

	Vendor	Amount	Description	Account #
1	Underground Utilities Inc	\$ 9,967.00	Lateral Connection for 11247 Hawke Rd - JG	749.190.000-53701
2	Lorain Medina Rural Electric Corp	\$ 64.06	elec svc @ Durkee S 10/23/18-11/23/18 - RKM	749.190.000-53703.003
3	Lorain Medina Rural Electric Corp	\$ 217.12	elec svc @ Durkee N 10/23/18-11/23/18 - RKM	749.190.000-53703.003
4	Lorain Medina Rural Electric Corp	\$ 76.25	elec svc @ 12601 Cowley Rd 10/23/18-11/23/18 - RKM	749.190.000-53703.003
5	Lorain Medina Rural Electric Corp	\$ 120.54	elec svc @ Banks Rd 10/23/18-11/23/18 - RKM	749.190.000-53703.003
6	Lorain Medina Rural Electric Corp	\$ 102.59	elec svc @ Slife Rd 10/23/18-11/23/18 - RKM	749.190.000-53703.003
7	Lorain Medina Rural Electric Corp	\$ 134.34	elec svc @ Indian Hollow Rd 10/23/18-11/23/18 - RKM	749.190.000-53703.003
8	Lorain Medina Rural Electric Corp	\$ 112.69	elec svc @ 36879 Capel 10/23/18-11/23/18 - RKM	749.190.000-53703.003
9	Absolute Plumbing & Boiler Corp	\$ 149.10	LORCO Backflow Inspections 12/10/18 - RKM	749.190.000-53708
10	Rural Lorain County Water Authority	\$ 1,220.00	LORCO meter readings 12/05/18 - RKM	749.190.000-53760
		<u>\$ 12,163.69</u>		





**AVON LAKE REGIONAL WATER  
FUND 765 LATERAL LOAN EXPENSES  
JANUARY 2, 2019**

Vendor	Amount	Description	Account #
1 Concrete & More, Inc.	\$ 4,000.00	Lateral Loan Program - 116 Beck - RKM	765.190.000-53701
2 Concrete & More, Inc.	\$ 2,500.00	Lateral Loan Program - 202 James Circle - RKM	765.190.000-53701
3 David Frey Plumbing, LLC	\$ 3,200.00	Lateral Loan Program - 326 Inwood- RKM	765.190.000-53701
4 Heczko Landscaping & Construction LLC	\$ 3,500.00	Lateral Loan Program - 266 Brookfield - RKM	765.190.000-53701
	<u>\$ 13,200.00</u>		





**AVON LAKE REGIONAL WATER  
FUND 704 WATER CONSTRUCTION EXPENSES  
JANUARY 2, 2019**

Vendor	Amount	Description	Account #
1 Underground Utilities Inc	\$ 92,864.20	OWDA Curtis - Payment #4	704.180.000-55007
	\$ 92,864.20		



**AVON LAKE REGIONAL WATER**  
**FUND 724 SEWER CONSTRUCTION EXPENSES**  
**JANUARY 2, 2019**

	Vendor	Amount	Description	Account #
1	Underground Utilities Inc	\$ 82,435.05	OWDA Curtis - Payment #4	724.190.000-55006
2	Underground Utilities Inc	\$ 200,093.09	OWDA Stop 45 - Payment #14	724.190.000-55006
		<u>\$ 282,528.14</u>		





SCHEDULE N

Backflow Inspection Penalties

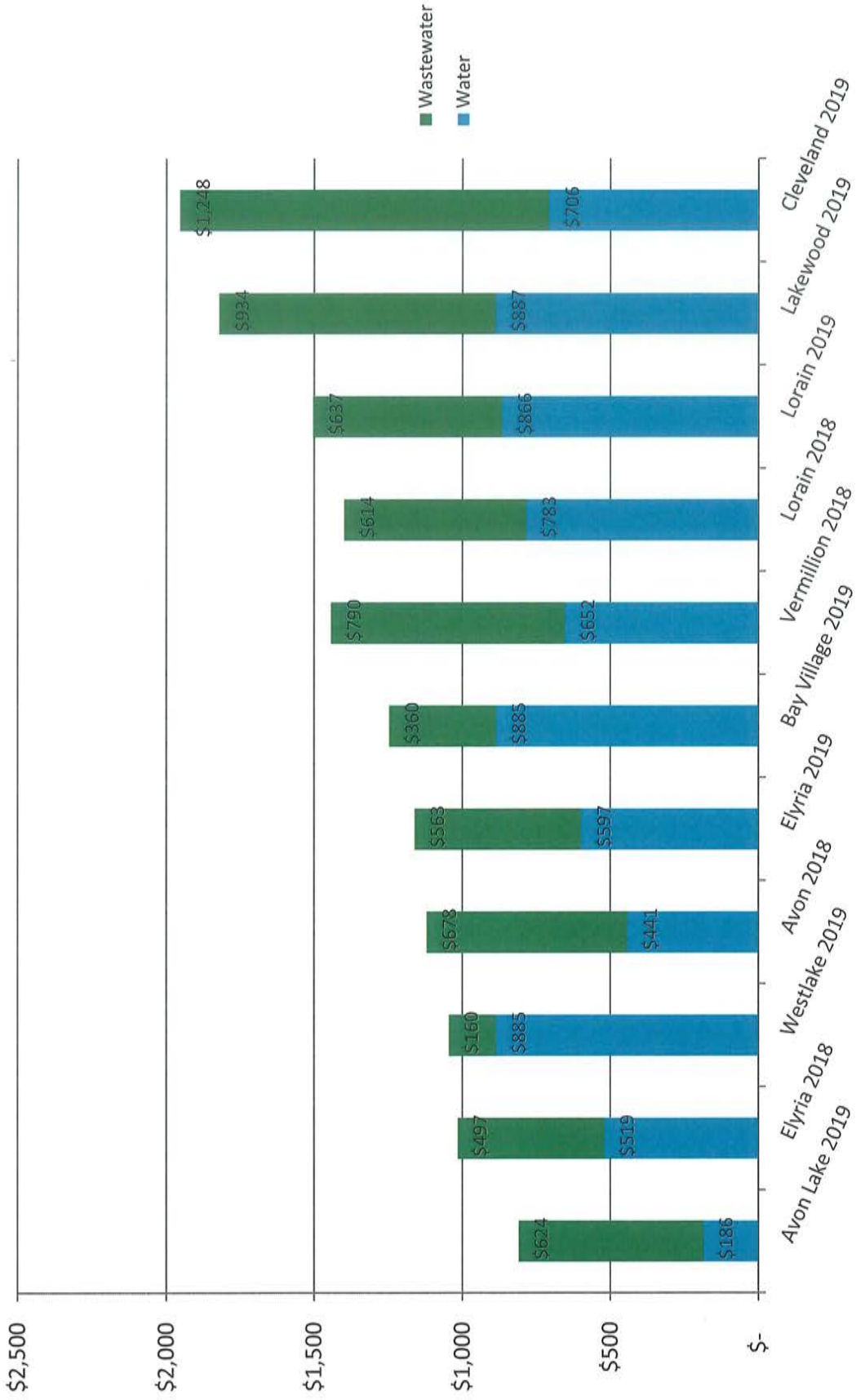
(adopted 1/2/19)

Should a properly completed backflow inspection report not be submitted on the appropriate form by the due date, the account with the backflow prevention device shall be subject to a penalty of \$50.00.





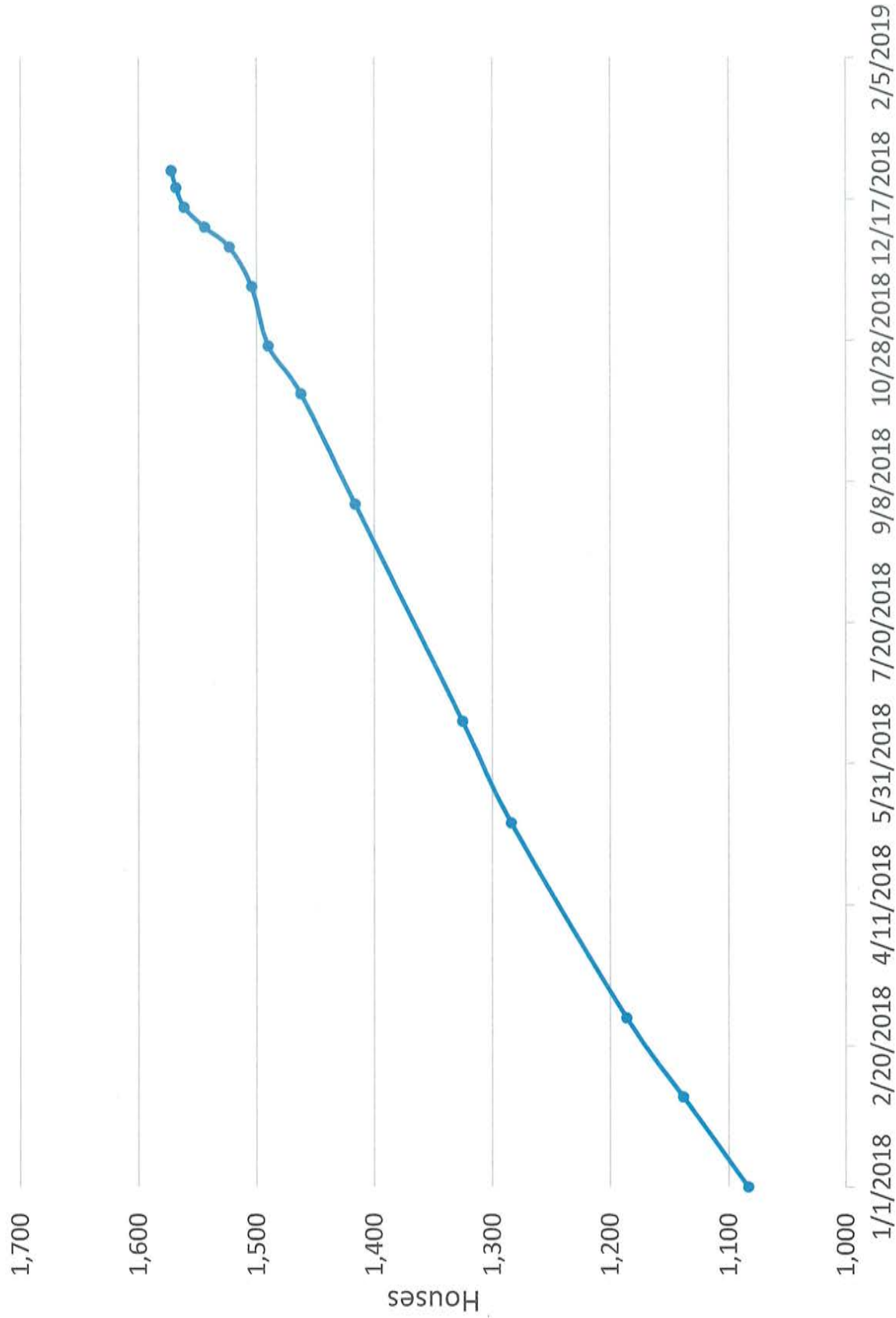
## Average Residential Water and Wastewater Bills Based upon respective city's/utility's websites



Note: Usage for comparison purposes is estimated at 7,756 gal/mo or 1,037 ft<sup>3</sup>/mo



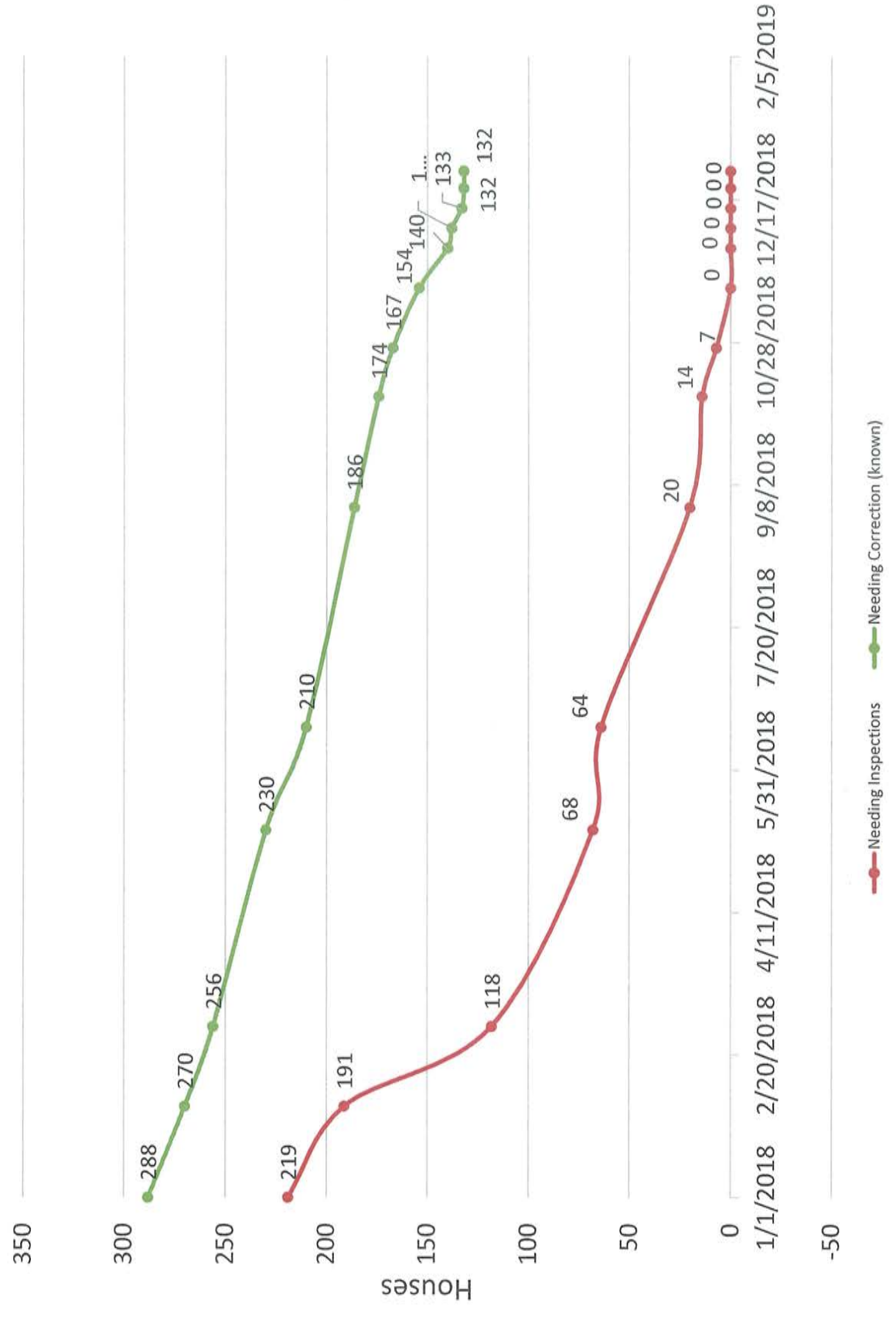
# Total Houses Completed Work to Comply







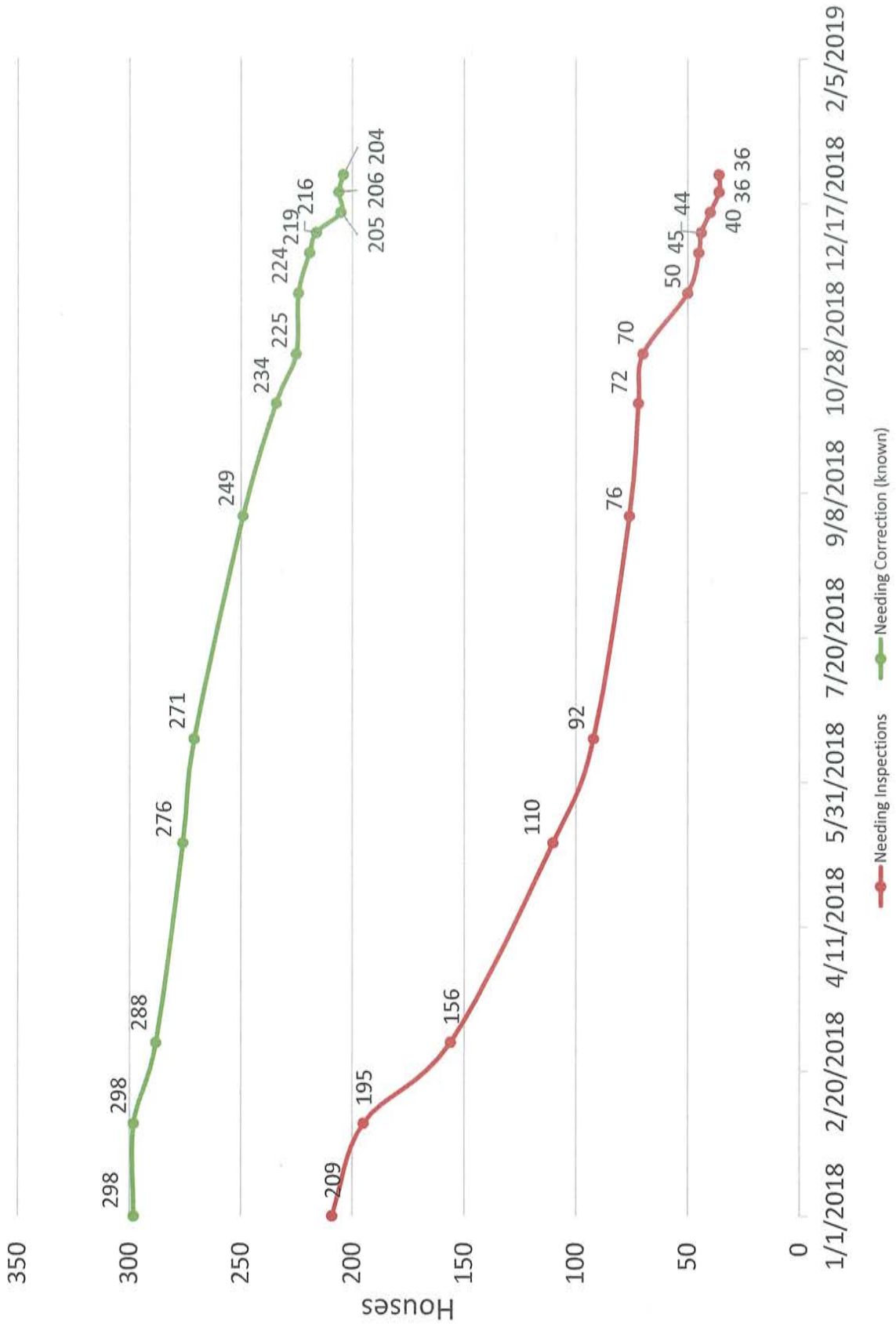
# Group A Houses Still Needing Inspections or Correction







# Group B&C Houses Still Needing Inspections or Correction





**ACTION ITEMS FROM BOARD MEETINGS**

DATE	CATEGORY*	TOPIC	SOLUTION	STATUS
6/5/2018	Misc.	Members asked what majority is needed to rescind legislation.		Open
12/18/2018	Financial	Show comparable water/wastewater rates for neighboring municipalities.	A graph showing Avon Lake rates in comparison to neighboring jurisdictions has been included in the Board package.	Answer
12/18/2018	Misc.	Create multiple slides for backflow prevention testing notices.	Staff will be preparing backflow prevention postcards for distribution this spring.	Answer
12/18/2018	Financial	Please meet with Mrs. Andro re water bill.	The CUO has been working with Mrs. Andro.	Answer
12/4/2018	Misc.	The Board requests lighting our sign at 201 Miller Rd.	Materials have been ordered to eliminate the sign. Staff will install soon.	Closed
12/4/2018	Financial	The Board requests renaming Trunk Sanitary Sewer to Capacity Fee Fund.	CUE is working with legal counsel to draft "impact fee" regulations.	Closed
12/4/2018	Personnel	The Board requests a comparison of the 2003 v. 2018 Labor/Revenue	Personnel remains a similar percentage of overall budget in comparison between 2018 and 2003, despite the growth in employees	Closed
11/20/2018	Strat. Plan	The Chairman asks for examination of the feasibility of a relief sewer on Electric Blvd. v. Lake Road for offline storage.	Staff is evaluating whether this request would be part of the Brown & Caldwell work or separate.	Closed
11/20/2018	Financial	The Board seeks an explanation for the Arthur J. Gallagher Risk Management Services, Inc. expenditure.	Arthur J. Gallagher Risk Management Services is the company that provides property insurance for the overall City. The total annual premium is \$134,402. That premium is then paid proportionally by many different parts of the City based upon the value of the buildings/equipment for which each part of the City is responsible.	Closed
11/20/2018	Financial	What is the advantage of the combined General Obligation Bonds?	CUE spoke with the Finance Director to request attendance at the January 15, 2019 work session to provide more information.	Closed

\*Categories: Financial, Lateral Project, Personnel, Education/CI, Strat. Plan or Misc.



