

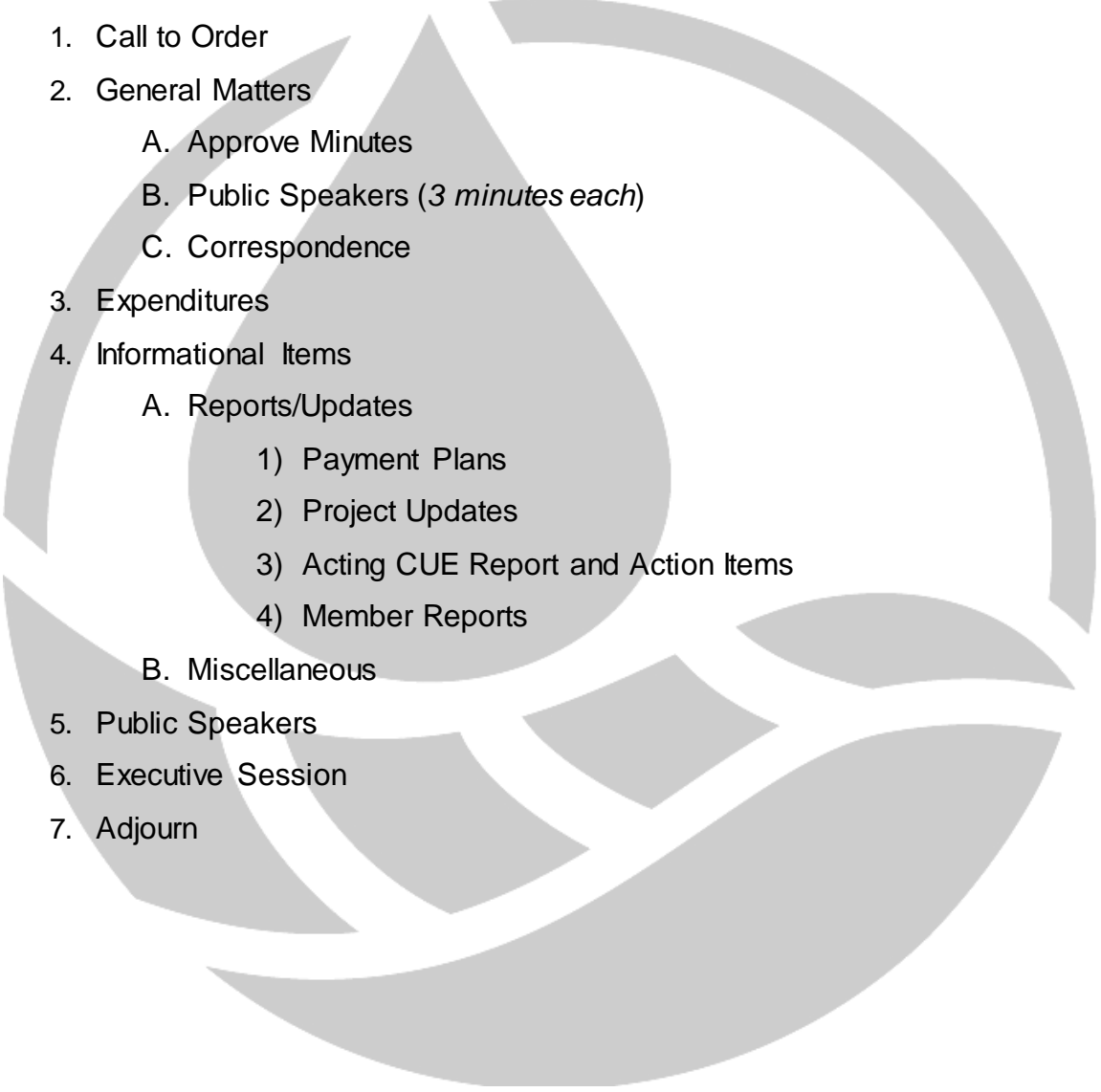
**AGENDA**

For

**Tuesday**

**January 5, 2021**

**6:30 PM**

- 
1. Call to Order
  2. General Matters
    - A. Approve Minutes
    - B. Public Speakers (*3 minutes each*)
    - C. Correspondence
  3. Expenditures
  4. Informational Items
    - A. Reports/Updates
      - 1) Payment Plans
      - 2) Project Updates
      - 3) Acting CUE Report and Action Items
      - 4) Member Reports
    - B. Miscellaneous
  5. Public Speakers
  6. Executive Session
  7. Adjourn

Avon Lake Regional Water  
**MEMORANDUM**

To: **Board of Municipal Utilities**  
From: **Rob Munro**  
Subject: **Agenda Items – December 30, 2020**  
Date: **January 5, 2021**

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Item 1: **Call to Order**

Item 2A: **Approve Minutes**

Item 2B: **Public Speakers**

For this Zoom meeting broadcast on Facebook Live, Technical Support Specialist Collins will be monitoring public comments submitted through email and Facebook and will inform the Board during the Public Comment period regarding any submitted.

Item 2C: **Correspondence**

Item 3: **Expenditures**

Item 4A1: **Payment Plans – RKM**

During the COVID-19 Pandemic, Avon Lake Regional Water offered flexible payment plan options to customers that were financially impacted as a result of the pandemic. Of our 8,826 customers, we currently have 51 customers on payment plans. We will be ending our payment plan option on April 20th and all balances will be due by then. Also, Avon Lake Regional Water will continue to absorb the credit card processing fee for payments through April 20th.

Item 4A2: **Project Updates – RKM**

*Redundancy and Future Capacity:* Staff will meet with HDR on January 6th to discuss the draft report and next steps for the project. Items of discussion will be the prioritization of project recommendations and design services.

*Orthophosphate Point of Application:* Staff has completed the contracting process with Underground Utilities, Inc. and is awaiting the signed contracts from City Hall. UUI is scheduled to begin work at the end of January.

Item 4A3: **Acting CUE Report and Action Items – RKM**

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

Item 4A4: **Member Reports**

Item 4B:      **Miscellaneous**

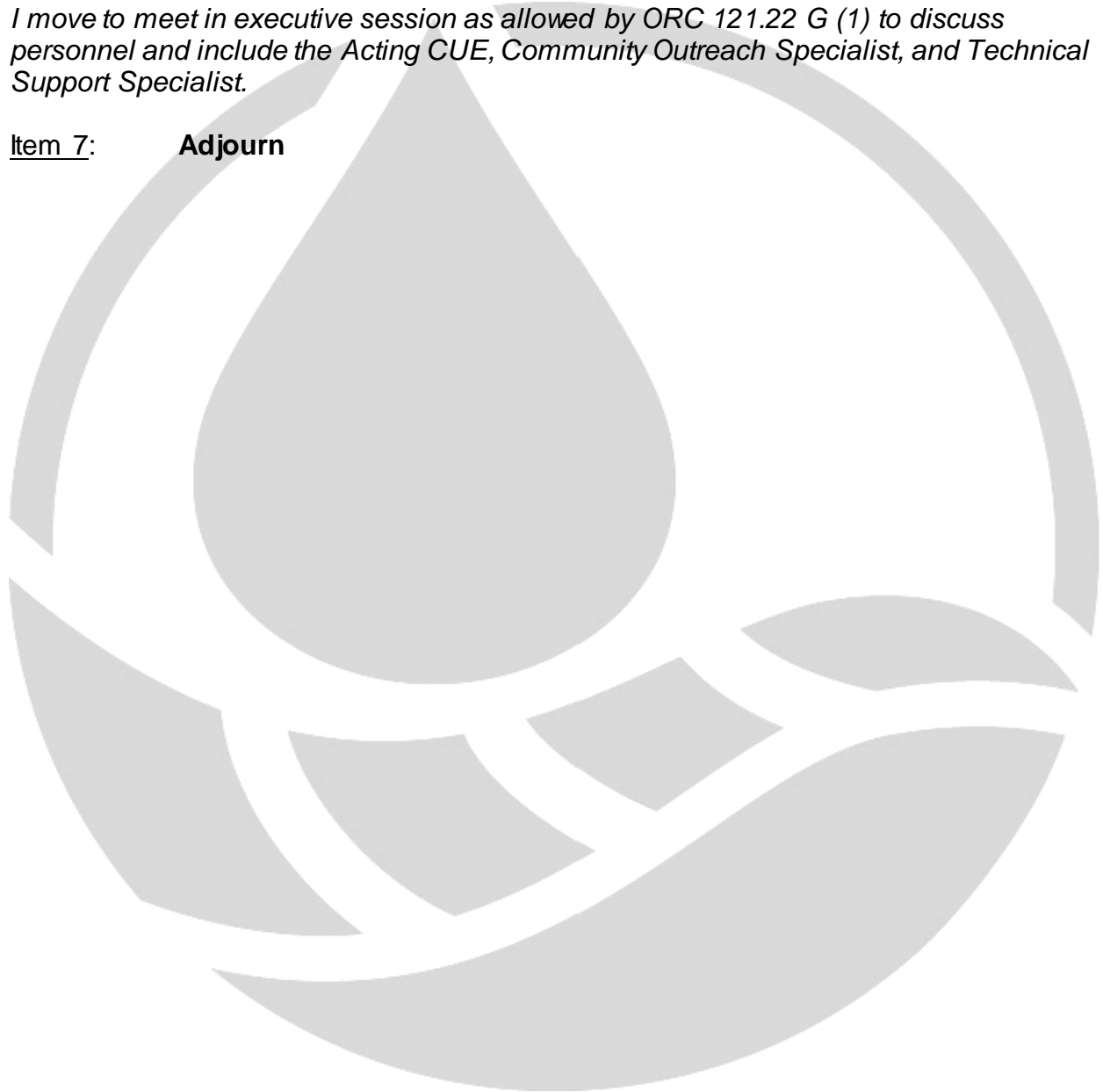
Item 5:        **Public Speakers**

Item 6:        **Executive Session**

Recommended Motion:

*I move to meet in executive session as allowed by ORC 121.22 G (1) to discuss personnel and include the Acting CUE, Community Outreach Specialist, and Technical Support Specialist.*

Item 7:        **Adjourn**



Board of Municipal Utilities  
**Meeting Minutes**  
**December 15, 2020**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:30 PM. As allowed by the Ohio Legislature during the Governor's declared emergency, the meeting was held using web-based video conferencing technology and streamed live over Facebook.

Present: Mr. Abram, Mr. Dzwonczyk, Mr. Phillips, Mr. Rush, and Mrs. Schnabel (arrived partway through the Executive Session).

Also present: Acting CUE Munro, Technical Support Specialist Collins, Community Outreach Specialist Arnold, Mayor Zilka, and Councilman Mark Spaetzel.

***Approve Minutes***

Chairman Dzwonczyk presented the Minutes of the December 1, 2020 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***

None.

***Correspondence***

None.

***Expenditures***

Following review of expenses dated December 15, 2020, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of December 15, 2020:

Water Fund 701	\$	379,312.64
Wastewater Fund 721	\$	286,886.18
MOR Fund 703	\$	228,155.01
MOR Fund 762	\$	374,989.15
West Ridge Interconnect Fund 702	\$	232.67
LORCO Fund 749	\$	12,039.63

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, and Rush.

Nays: None

Motion carried.

***2021 Budgets***

The Acting CUE informed the Board that staff has prepared balanced budgets for the Board to review and for their consideration. He added that based on comments received from Board members adjustments were made to certain funds. He said that staff recommends the approval of the budgets as presented to the Board.

Mr. Rush moved, and Mr. Phillips seconded, to approve the following budgets for 2021:

<i>Fund 701 Water</i>	
<i>Personnel</i>	\$3,417,970
<i>Other</i>	\$8,595,476
<i>Fund 704 Water Construction</i>	\$770,000
<i>Fund 706 Water Debt Service</i>	\$3,905,933
<i>Fund 721 Wastewater</i>	
<i>Personnel</i>	\$2,672,683
<i>Other</i>	\$5,307,224
<i>Fund 724 Wastewater Construction</i>	\$0.00
<i>Fund 725 Trunk Sanitary Sewer</i>	\$332,732
<i>Fund 727 Wastewater Debt Service</i>	\$4,537,958
<i>Fund 765 Lateral Loan</i>	\$0.00
<i>Fund 702 West Ridge Interconnect</i>	\$290,733
<i>Fund 703 ETL1 MOR</i>	\$3,256,334
<i>Fund 762 ETL2 MOR</i>	\$4,701,554
<i>Fund 749 LORCO</i>	
<i>Personnel</i>	\$50,000
<i>Other</i>	\$2,172,100

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, and Rush.

Nays: None

Motion carried.

### **2021 Water & Sewer Rates**

The Acting CUE stated that in December 2018, the Board moved to increase both water and wastewater rates. He said that due to expense management success in 2020, staff is pleased to recommend to the Board that neither water nor sewer rates will need to be raised in 2021. The Chairman stated that this was excellent news for ratepayers during this difficult economic time. The Chairman asked that a flyer be made to explain how to calculate one's own bill, since the Muni-link software vendor has been unable to provide it on the bill after asking for almost one year. Community Outreach Specialist Arnold promised that it would be included in the next bill.

Mr. Abram moved, and Mr. Phillips seconded to set water rates for bills issued after July 1, 2021, as follows:

<b>Usage</b>	<b>Current</b>	<b>7/1/2021</b>
Minimum Service Fee	\$4.25	\$4.25
Tier 1 First 50,000 gal	\$2.08	\$2.08
Tier 2 Next 200,000 gal	\$1.71	\$1.71
Tier 3 Over 250,000 gal	\$1.42	\$1.42

Note: The first 2,000 gallons of usage is included in the Minimum Service Fee.

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, and Rush.  
Nays: None  
Motion carried.

Mr. Rush moved, and Mr. Phillips seconded, to set sewer rates for bills issued after July 1, 2021 as follows:

<b>Usage</b>	<b>Current</b>	<b>7/1/2021</b>
Minimum Service Fee	\$23.00	\$23.00
Rate Per 1,000 gal	\$7.30	\$7.30

Note: The first 2,000 gallons of usage is included in the Minimum Service Fee.

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, and Rush.  
Nays: None  
Motion carried.

### ***Water Filtration Plant Operator***

The Acting CUE said that staff would like to recognize Mr. Dan Malz as the new Plant Operator at the Water Filtration Plant. He said that a team interviewed five candidates from the approved Civil Service list in November and unanimously selected Mr. Malz to fill the open position. The Acting CUE added that Mr. Malz successfully passed the drug screening, background check, and physical, and he is scheduled to begin employment as a Plant Operator, Step 5 on December 28, 2020.

### ***Project Updates***

*Redundancy & Future Capacity Project:* The Acting CUE informed the Board that HDR continues to work on finalizing the study and report for this project. Currently work is being finished on the hydraulic model for the Avon Lake distribution system and the Eastern Transmission Lines (ETL). Estimated engineering design costs were included in the 2021 proposed budgets.

*Orthophosphate Point of Application:* The Acting CUE said that staff is working through the contracting process with Underground Utilities, Inc. The costs for this project are included in the Water Construction budget for 2021.

### ***CUO Reports & Action Items***

The Acting CUE informed the Board that on Monday, December 14, City Council passed the union agreement. He said that the Agreement is for 2.5 years and is retroactive to July 1, 2020. The agreement will expire on December 31, 2022. He noted a few highlights regarding the agreement including a 0.50% increase from July to December of 2020, 0.75% increase from January to December of 2021, and a 1.00% increase from January to December of 2022. He added that there were a few modest stipend increases for staff as well. The Acting CUE thanked the bargaining unit for their willingness to work with management during the difficult economic climate. He also said HR Director Siwierka and Law Director Ebert were very helpful during the

bargaining process. Mr. Rush said that during the HR Committee there were many compliments from the committee for Mr. Munro for his help and explanation of the contract.

Technical Support Specialist Collins updated the Board with a Lateral Loan Program Report. This report informed the Board on the amount loaned to residents to complete their lateral separation, how many loans remain outstanding, and the amount owed to Avon Lake Regional Water. Mr. Collins stated that over the course of the program 400 loans were advanced to residents of Avon Lake, and he added that 56 residents have completed paid off their loan. He said that the \$1,417,946 was loaned to customers with over \$507,000 paid back to the Utility. Mr. Phillips asked how many loans were delinquent. Mr. Collins said he did not have that information, but he would provide that to Mr. Phillips. Mr. Munro said that he is aware of only one loan that is delinquent, and that the Law Director is assisting Avon Lake Regional Water with that matter.

### ***Member Reports***

None.

### ***Miscellaneous***

None.

### ***Public Speakers***

Mayor Zilka and Councilman Spaetzel wished everyone a Merry Christmas and a happy holiday.

### ***Executive Session***

Mr. Rush moved, and Mr. Abram seconded, to meet in executive session as allowed by ORC 121.22 G (1) to discuss personnel and include the Acting CUE, Community Outreach Specialist, and Technical Support Specialist.

Ayes (per roll-call vote): Abram, Dzwonczyk, Phillips, and Rush.

Nays: None

Motion carried.

The Board resumed the regular meeting at 7:40 PM.

### ***Adjourn***

As there was no further business, Mr. Abram moved to adjourn, and Mrs. Schnabel seconded. The meeting adjourned at 7:41 PM.

Ayes (per voice vote): Abram, Dzwonczyk, Phillips, Rush, and Schnabel.

Nays: None

Motion carried.

Approved \_\_\_\_\_ 2020.

John Dzwonczyk, Chairman

Rob Munro, Clerk

DRAFT





**AVON LAKE REGIONAL WATER  
FUND 701 - WATER  
DECEMBER 11 - DECEMBER 24, 2020  
JANUARY 5, 2020**

Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1 Water Employees	\$ 51,964.63	Salaries PR Post BW 2202026	51102	\$ 51,964.63	\$ 1,570,554.16	\$ 1,975,000.00
2 Water Employees	\$ 1,418.32	Part Time Wages PR Post BW 2202026	51105	\$ 1,418.32	\$ 48,554.53	\$ 113,900.00
3 Water Employees	\$ 3,189.09	Overtime Wages Plant PR Post BW 2202026	51106.101			
4 Water Employees	\$ 819.16	Overtime Wages Dist/Col PR Post BW 2202026	51106.102			
5 Water Employees	\$ 415.74	Overtime Wages Office PR Post BW 2202026	51106.105	\$ 4,423.99	\$ 109,514.70	\$ 139,700.00
6 Water Employees	\$ 3,869.37	Employee Time Buy Back PR Post BW 2202026	52115	\$ 3,869.37	\$ 168,889.36	\$ 140,000.00
7 Ohio Department of Job & Family Services	\$ 72.45	Unemployment - Various Employees - City Hall	52202	\$ 72.45	\$ 2,124.71	\$ -
8 Water Employees	\$ 303.87	MMO Week Ending December 11, 2020	52203			
9 Water Employees	\$ 114.12	MMO Week Ending December 11, 2020	52203			
10 Water Employees	\$ 492.30	Payroll Post BW Bi-Weekly 2202026	52203			
11 Water Employees	\$ 131.63	MMO Week Ending December 18, 2020	52203			
12 Water Employees	\$ 241.31	MMO Week Ending December 18, 2020	52203	\$ 1,283.23	\$ 425,421.85	\$ 642,600.00
13 Ohio Public Employees Retirement System	\$ 18,723.59	OPERS - EMPLOYEE - OPERS Pension - Employee Share*	52209	\$ 18,723.59	\$ 249,455.36	\$ 276,500.00
14 Internal Revenue Service	\$ 887.72	Medicare - FEDERAL - Federal Taxes*	52212	\$ 887.72	\$ 26,936.84	\$ 32,300.00
15 USA Mobile Drug Testing of Northeast Ohio Corp	\$ 114.50	Employee Drug Screen -12/16/20 - RKM 1/2	53206	\$ 114.50	\$ 856.00	\$ 1,500.00
16 Fuelman	\$ 444.22	Fuel for Vehicles - 11/30/20-12/13/20 - RKM 1/2	53604			
17 Fuelman	\$ 600.00	Check for Fuelman - Interim Between Check Runs 2020-2021 - RKM 1/2	53604	\$ 1,044.22	\$ 15,982.70	\$ 25,000.00
18 BissNuss Inc.	\$ 2,558.33	Eqp Mnt - Svc to Chlorinators @ WFP 12/8/20 - GY	53607			
19 Polen Implement Inc	\$ 44.96	Eqp Mnt - Plugs and bracket 11/12/20 - RK 1/2	53607			
20 Rebman Systems, Inc	\$ 97.50	Eqp Mnt - Battery Cable, Svc Call & Labor @ 201 Miller - RK 1/2	53607	\$ 2,700.79	\$ 40,374.75	\$ 125,000.00
21 USALCO, LLC Inc.	\$ 3,920.31	Op Spl - Alum 12/8/20 - GY	53611			
22 USALCO, LLC Inc.	\$ 3,801.51	Op Spl - Alum 12/4/20 - GY	53611	\$ 7,721.82	\$ 724,248.05	\$ 794,800.00
23 Discount Drug Mart Inc	\$ 26.70	Mnt Spl - November 2020 - Superglue, TP, Purell - RKM 1/2	53612			
24 Buckeye Pumps Inc.	\$ 1,512.20	Mnt Spl - Dulcoflex hoses (2) 12/7/20 - GY	53612.001			
25 Galco Industrial Electronics Inc.	\$ 132.63	Mnt Spl - Voltage Monitor 11/24/20 - GY	53612.001			
26 Grainger	\$ 274.00	Mnt Spl - Sewer Nozzles @ WFP 12/8/20 - GY	53612.001			
27 Grainger	\$ 28.17	Mnt Spl - Electrical Tape 12/9/20 - GY	53612.001			
28 Grainger	\$ 102.80	Mnt Spl - Conduit body covers 12/9/20 - GY	53612.001			
29 Rex Pipe & Supply Company	\$ 304.16	Mnt Spl - 150PSI Viton Tu Ball Valves (3) 12/10/20 - GY	53612.001			
30 Swift First Aid Corp	\$ 42.65	Svc to First Aid Cabinets @ WFP 12/8/20 - GY	53612.001			
31 Swift First Aid Corp	\$ 25.13	Svc to First Aid Cabinets @ 201 Miller 12/8/20 - RK 1/2	53612.001			
32 Menards	\$ 215.27	Mnt Spl - November 2020 - Clear totes, Anetnna, etc - RK 1/2	53612.001			
33 ABC Equipment Rental & Sales Corp	\$ 6.74	Mnt Spl - Safety Glasses and gloves 12/4/20 - RK 1/2	53612.001	\$ 2,670.45	\$ 278,610.00	\$ 350,000.00
34 Culligan of Northeast Ohio Corp	\$ 64.00	DI Rental and Supplies 11/30/20 - GY	53613	\$ 64.00	\$ 96,209.27	\$ 80,000.00
35 ComDoc, Inc.	\$ 49.22	Cnt Svc - Xerox Copier Metering 12/1/20 - RKM 1/2	53701			
36 Technology Management Solutions Inc	\$ 92.84	Cnt Svc - Patch Panels (4) for WFP 12/4/20 - RKM 1/2	53701.002			
37 Technology Management Solutions Inc	\$ 2,359.99	Cnt Svc - Computer Support and Off Site Backup 12/4/20 - RKM 1/2	53701.002			
38 Technology Management Solutions Inc	\$ 451.90	Cnt Svc - Kaspersky Cloud License Renewals 12/4/20 - RKM 1/2	53701.002			
39 Technology Management Solutions Inc	\$ 217.30	Cnt Svc - 2 Cisco Meraki Antennas 12/4/20 - RKM 1/2	53701.002			
40 Technology Management Solutions Inc	\$ 3,450.00	Cnt Svc - Computer Support - November 2020 - RKM 1/2	53701.002			
41 Treasurer, State of Ohio	\$ 5,400.00	Laboratory Cert. - Trace Metals Fee 2020 - GY	53701.002			
42 Cartegraph	\$ 4,345.00	Cnt Svc -SEMS Software Subscription 2021-2022 - GY	53701.002			
43 Dixon Engineering, Inc.	\$ 950.00	Cnt Svc - Structural Review @ Lear Rd Water Tower 10/10/19 - GY	53701.002			
44 Dixon Engineering, Inc.	\$ 3,595.00	Cnt Svc - Maintenance Insp. @ Lear Rd Water Tower 3/19/20 - GY	53701.002			
45 Dixon Engineering, Inc.	\$ 2,900.00	Cnt Svc - Maintenance Insp. @ Washwater Tank 3/19/20 - GY	53701.002	\$ 23,811.25	\$ 357,046.09	\$ 375,000.00
46 Columbia Gas	\$ 267.83	gas svc @ 201 Miller Rd 10/23/20-11/23/20 - RKM 1/2	53702.002	\$ 267.83	\$ 10,955.55	\$ 25,000.00
47 Verizon Wireless	\$ 443.17	Cell Phone Svc - 10/26/20-11/25/20 - RKM 1/2	53705	\$ 443.17	\$ 20,118.84	\$ 35,000.00
48 Napa Auto Parts of Vermilion	\$ 439.10	Eqp Mnt - November 2020 - RK 1/2	53707	\$ 439.10	\$ 23,023.02	\$ 23,000.00
49 Lighting Supply Company	\$ 28.03	Bldg Mnt - Bryant Jload 20A Media Outlet 11/24/20 - GY	53708	\$ 28.03	\$ 66,564.57	\$ 150,000.00
50 McMahon DeGulis LLP	\$ 1,404.00	Legal Fees - Regulations 12/4/20 - RKM 1/2	53907.002	\$ 1,404.00	\$ 8,179.25	\$ 30,000.00
	\$ 123,352.46			\$ 123,352.46		



**AVON LAKE REGIONAL WATER  
FUND 721 - WASTEWATER  
DECEMBER 11 - DECEMBER 24, 2020  
JANUARY 5, 2020**

Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1 Wastewater Employee	\$ 49,452.57	Salaries PR Post BW 2202026	51102	\$ 49,452.57	\$ 1,377,046.04	\$ 1,520,500.00
2 Wastewater Employee	\$ 2,345.31	Part Time Wages PR Post BW 2202026	51105	\$ 2,345.31	\$ 75,562.07	\$ 105,000.00
3 Wastewater Employee	\$ 659.74	Overtime Wages Plant PR Post BW 2202026	51106.101			
4 Wastewater Employee	\$ 819.15	Overtime Wages Dist/Col PR Post BW 2202026	51106.102			
5 Wastewater Employee	\$ 145.62	Overtime Wages Admin PR Post BW 2202026	51106.103			
6 Wastewater Employee	\$ 138.58	Overtime Wages Office PR Post BW 2202026	51106.105	\$ 1,763.09	\$ 100,076.12	\$ 136,700.00
7 Wastewater Employee	\$ 12,125.60	Employee Time Buy Back PR Post BW 2202026	52115	\$ 12,125.60	\$ 107,108.95	\$ 67,800.00
8 Wastewater Employee	\$ 908.67	MMO Week Ending December 11, 2020	52203			
9 Wastewater Employee	\$ 482.21	HRA Week Ending December 11, 2020	52203			
10 Wastewater Employee	\$ 164.10	Payroll Post BW Bi-Weekly 2202026	52203			
11 Wastewater Employee	\$ 984.27	MMO Week Ending December 18, 2020	52203			
12 Wastewater Employee	\$ 2,094.85	MMO Week Ending December 18, 2020	52203			
13 Wastewater Employee	\$ 83.93	HRA Week Ending December 18, 2020	52203	\$ 4,718.03	\$ 403,591.43	\$ 523,000.00
14 Ohio Public Employees Retirement System	\$ 17,199.19	OPERS - EMPLOYEE - OPERS Pension - Employee Share*	52209	\$ 17,199.19	\$ 223,796.26	\$ 246,000.00
15 Internal Revenue Service	\$ 944.16	Medicare - FEDERAL - Federal Taxes*	52212	\$ 944.16	\$ 23,585.50	\$ 25,600.00
16 USA Mobile Drug Testing of Northeast Ohio Corp	\$ 114.50	Employee Drug Tests - 12/16/20 - RKM 2/2	53206	\$ 114.50	\$ 510.00	\$ 1,000.00
17 Fuelman	\$ 444.23	Fuel for Vehicles - 11/30/20-12/13/20 - RKM 2/2	53604			
18 Fuelman	\$ 600.00	Check for Fuelman - Interim Between Check Runs 2020-2021 - RKM 2/2	53604	\$ 1,044.23	\$ 19,387.34	\$ 25,000.00
19 Diversified Air Systems Inc.	\$ 438.13	Eqp Mnt - Air Compressor Parts and Repair 12/2/20 - SB	53607			
20 Pelton Environmental Products, Inc.	\$ 1,760.81	Eqp Mnt - Seals, rotors, stator @ WRF 12/9/20	53607			
21 Polen Implement Inc	\$ 44.96	Eqp Mnt - Plugs and bracket 11/12/20 - RK 2/2	53607			
22 Rebman Systems, Inc	\$ 97.50	Eqp Mnt - Battery Cable, Svc Call & Labor @ 201 Miller - RK 2/2	53607	\$ 2,341.40	\$ 93,514.14	\$ 100,000.00
23 Discount Drug Mart Inc	\$ 26.69	Mnt Spl - November 2020 - Super glue, TP, Purell - RKM 2/2	53612			
24 ABC Equipment Rental & Sales Corp	\$ 6.74	Mnt Spl - Safety Glasses and gloves 12/4/20 - RK 2/2	53612.001			
25 Goldstar Products, Inc	\$ 4,947.25	Mnt Spl - Liquid Bacteria 12/1/20 - SB	53612.001			
26 Menards	\$ 215.26	Mnt Spl - November 2020 - Clear totes, Anetnna, etc - RK 2/2	53612.001			
27 Swift First Aid Corp	\$ 26.55	Svc to First Aid Cabinets @ WRF 12/8/20 - SB	53612.001			
28 Swift First Aid Corp	\$ 25.12	Svc to First Aid Cabinets @ 201 Miller 12/8/20 - RK 2/2	53612.001			
29 United Laboratories Inc.	\$ 546.16	Mnt Spl - Jet Pak Agreement 11/30/20 - SB	53612.001	\$ 5,793.77	\$ 175,786.94	\$ 180,000.00
30 Culligan of Northeast Ohio Corp	\$ 38.80	Dl Rental and Supplies 11/30/20 - GY 2/2	53613	\$ 38.80	\$ 27,977.56	\$ 50,000.00
31 ComDoc, Inc.	\$ 49.21	Cnt Svc - Xerox Copier Metering 12/1/20 - RKM 2/2	53701			
32 Treasurer, State of Ohio	\$ 5,200.00	NPDES 2020 Annual Discharge Fee - SB	53701.002			
33 Hach Company	\$ 6,419.00	Cnt Svc - BenchPlus Software Renewal 2020 and Return Credit - SB	53701.002	\$ 11,668.21	\$ 216,734.25	\$ 500,000.00
34 Columbia Gas	\$ 36.16	gas svc @ 100 Woodbridge Way 10/27/20-11/25/20 - RK	53702.003			
35 Columbia Gas	\$ 36.61	gas svc @ 671 Bridgeside Dr 10/27/20-11/25/20 - RK	53702.003	\$ 72.77	\$ 3,709.15	\$ 40,000.00
36 Illuminating Company	\$ 11,574.46	elec svc @ Waterbury Ave 11/6/20-12/7/20 - RKM	53703.001			
37 Illuminating Company	\$ 116.54	elec svc @ 671 Bridgeside PS 11/5/20-12/7/20 - RK	53703.003			
38 Illuminating Company	\$ 110.15	elec svc @ Woodbridge Way 11/5/20-12/7/20 - RK	53703.003			
39 Illuminating Company	\$ 118.22	elec svc @ 641 Lear Rd 11/5/20-12/7/20 - RK	53703.003			
40 Illuminating Company	\$ 102.26	elec svc @ 31900 Lake Rd PS 11/6/20-12/7/20 - RK	53703.003			
41 Illuminating Company	\$ 92.15	elec svc @ 758 Jaycox Rd Sewer 11/5/20-12/7/20 - RK	53703.004			
42 Illuminating Company	\$ 92.15	elec svc @ 810 Avon Belden Rd Sewer 11/11/20-12/10/20 - RKM	53703.004	\$ 12,205.93	\$ 253,871.94	\$ 335,000.00
43 Verizon Wireless	\$ 443.17	Cell Phone Svc - 10/26/20-11/25/20 - RKM 2/2	53705			
44 Spectrum Business	\$ 119.99	Internet Svc @ WRF 11/23/20 - SB	53705	\$ 563.16	\$ 20,908.85	\$ 30,000.00
45 Napa Auto Parts of Vermilion	\$ 439.10	Eqp Mnt - November 2020 - RK 2/2	53707	\$ 439.10	\$ 16,082.18	\$ 20,000.00
46 Lighting Supply Company	\$ 28.02	Bldg Mnt - Bryant Jload 20A Media Outlet 11/24/20 - GY 2/2	53708	\$ 28.02	\$ 78,608.53	\$ 105,000.00
47 McMahon DeGulis LLP	\$ 1,404.00	Legal Fees - Regulations 12/4/20 - RKM 2/2	53907.002	\$ 1,404.00	\$ 67,759.15	\$ 61,000.00
	\$ 124,261.84			\$ 124,261.84		



**AVON LAKE REGIONAL WATER**  
**FUND 703 - ETL1**  
**DECEMBER 11 - DECEMBER 24, 2020**  
**JANUARY 5, 2020**

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1	Kendera Enterprises Inc.	\$ 2,800.00	Excavate for leak behind Bubba's 12/2/20 - RKM	53612.002	\$ 2,800.00	\$ 93,234.44	\$ 71,000.00
2	Westview Concrete Corporation	\$ 436.00	Cnt Svc - Concrete Work @ 800 Moore Rd 11/13/20 - RKM	53701.002			
3	Avon Lake Regional Water	\$ 1,983.87	Operator Charges - October 2020 - ETL1 - RKM	53701.002	\$ 2,419.87	\$ 72,300.53	\$ 58,000.00
4	Ohio Edison	\$ 76.88	elec svc @ Lear @ Mills 11/5/20-12/4/20 - RKM	53703.004			
5	Ohio Edison	\$ 79.15	elec svc @ Butternut @ Root 11/1/20-12/2/20 - RKM	53703.004			
6	Ohio Edison	\$ 78.91	elec svc @ Root @ Sprag 11/3/20-12/2/20 - RKM	53703.004			
7	Ohio Edison	\$ 77.54	elec svc @ Lear @ US 20 11/4/20-12/3/20 - RKM	53703.004			
8	Ohio Edison	\$ 85.32	elec svc @ Lear @ Chestnut 11/3/20-12/3/20 - RKM	53703.004	\$ 397.80	\$ 208,385.68	\$ 287,000.00
		\$ 5,617.67			\$ 5,617.67		



**AVON LAKE REGIONAL WATER**  
**FUND 762 - ETL2**  
**DECEMBER 11 - DECEMBER 24, 2020**  
**JANUARY 5, 2020**

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1	Avon Lake Regional Water	\$ 2,191.86	Operator Charges - October 2020 - ETL2 - RKM	53701.002			
2	Dixon Engineering, Inc.	\$ 3,100.00	Cnt Svc - Maintenance Insp. @ Island Rd 3/19/20 - GY	53701.002	\$ 5,291.86	\$ 78,145.12	\$ 100,000.00
3	Ohio Edison	\$ 5,113.06	elec svc @ 15201 Island Rd 10/31/20-12/1/20 - RKM	53703.003			
4	Ohio Edison	\$ 88.46	elec svc @ 37780 Center Ridge 11/3/20-12/3/20 - RKM	53703.004			
5	Ohio Edison	\$ 73.71	elec svc @ 36550 Chestnut Ridge 11/1/20-12/3/20 - RKM	53703.004			
6	Ohio Edison	\$ 80.44	elec svc @ 37980 Barres Rd 11/4/20-12/5/20 - RKM	53703.004			
7	Illuminating Company	\$ 95.28	elec svc @ Detroit Rd 11/11/20-12/10/20 - RKM	53703.004	\$ 5,450.95	\$ 209,351.12	\$ 298,000.00
		\$ 10,742.81			\$ 10,742.81		



**AVON LAKE REGIONAL WATER**  
**FUND 749 - LORCO**  
**DECEMBER 11 - DECEMBER 24, 2020**  
**JANUARY 5, 2020**

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1	Data Command Corp	\$ 2,155.20	Cnt Svc - LORCO Annual Renewal 12/1/20 - RKM	53701	\$ 2,155.20	\$ 33,194.25	\$ 50,000.00
2	Ohio Edison	\$ 305.65	elec svc @ 9845 Avon Belden 11/3/20-12/3/20 - RKM	53703.001			
3	Ohio Edison	\$ 900.63	elec svc @ 38393 Royalton Rd 10/29/20-12/1/20 - RKM	53703.001			
4	Illuminating Company	\$ 94.77	elec svc @ 33678 Walker Rd 11/11/20-12/10/20 - RKM	53703.002			
5	Ohio Edison	\$ 81.96	elec svc @ 10301 Reed Rd 11/11/20-12/2/20 - RKM	53703.003			
6	Ohio Edison	\$ 74.31	elec svc @ 10920 Hawke Rd 11/1/20-12/2/20 - RKM	53703.003			
7	Ohio Edison	\$ 79.51	elec svc @ 36780 Giles 10/29/20-12/1/20 - RKM	53703.003			
8	Ohio Edison	\$ 78.95	elec svc @ 33930 Cooley Rd 10/31/20-12/2/20 - RKM	53703.003			
9	Ohio Edison	\$ 79.69	elec svc @ 12901 Avon Belden 10/31/20-12/2/20 - RKM	53703.003			
10	Ohio Edison	\$ 77.76	elec svc @ 12169 Avon Belden 10/31/20-12/2/20 - RKM	53703.003	\$ 1,773.23	\$ 36,763.61	\$ 42,000.00
		\$ 3,928.43			\$ 3,928.43		



**AVON LAKE REGIONAL WATER**  
**FUND 724 - WASTEWATER CONSTRUCTION**  
**DECEMBER 11 - DECEMBER 24, 2020**  
**JANUARY 5, 2020**

Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1 Mosser Construction, Inc.	\$ 119,600.00	WRF Effluent Flow Diversion Project - Pay #2 - JG	53806	\$ 119,600.00	\$ 387,895.00	\$ 388,000.00
	\$ 119,600.00			\$ 119,600.00		

**ACTION ITEMS FROM BOARD MEETINGS**

DATE	CATEGORY*	TOPIC	SOLUTION	STATUS
12/15/2020	Financial	Mr. Abram asked for a report on the Lockbox Program	Staff will provide the Board with an update to the Lockbox Program.	Open
12/15/2020	LORCO	Mr. Abram asked about the status of the LORCO manhole situation.	Staff will compile the information regarding the manhole issue for the Board's review.	Open
12/15/2020	Misc.	The Chairman asked that a flyer be made to explain how customers can calculate their own bill, since the Muni-Link software vendor has been unable to provide it on the bill	Community Outreach Specialist Arnold will include a flyer in the next bill that goes out to customers	Open
11/3/2020	Misc.	The Board would like an update from McMahon-DeGulis regarding the progress on the Rules and Regulations.	Update: Staff and McMahon-DeGulis will provide the Board with a review of the Rules and Regulations in January/February.	Open
4/21/2020	Misc.	The Chairman has asked to meet with Lorain County regarding LORCO	Update: Staff is in the process of scheduling a meeting with the newly elected county commissioners	Open
3/17/2020	Misc.	The Chairman asked that the future dashboard contain a link for members to see projects that are open to bid.	A link will be provided to the Board to view all current and recently completed projects.	Open
2/18/2020	Misc.	Mrs. Schnabel asked staff to consider a redesign of the bills to aid with their understanding.	Update: Staff is working with prospective new vendors to determine if they are able to accommodate the needs of our customers	Open
2/4/2020	Misc.	Board would like an invitation to tour the WRF now that all construction work is complete.	Staff is working with the plant managers on possible dates for the Board members and the HR Director to see the plants. For the safety of our operators, we will limit the number of people per tour date.	Answer
11/19/2019	Misc.	The Chairman asked if we have an IT policy for cyber security.	Staff will include an IT master plan in the ISO-9001 standardization and complete a cyber security assessment as part of the Risk and Resilience Assessment.	Answer
3/19/2019	Misc.	Please work with the City to see how the Developer Agreement could be worked into the Planning Code.	Staff is working with the City on the Developer Agreement	Answer
12/1/2020	Financial	The Chairman asked for an update on the Lateral Loan program.	Staff will provide the Board with a quarterly update through the Lateral Loan Program Report	Closed

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