

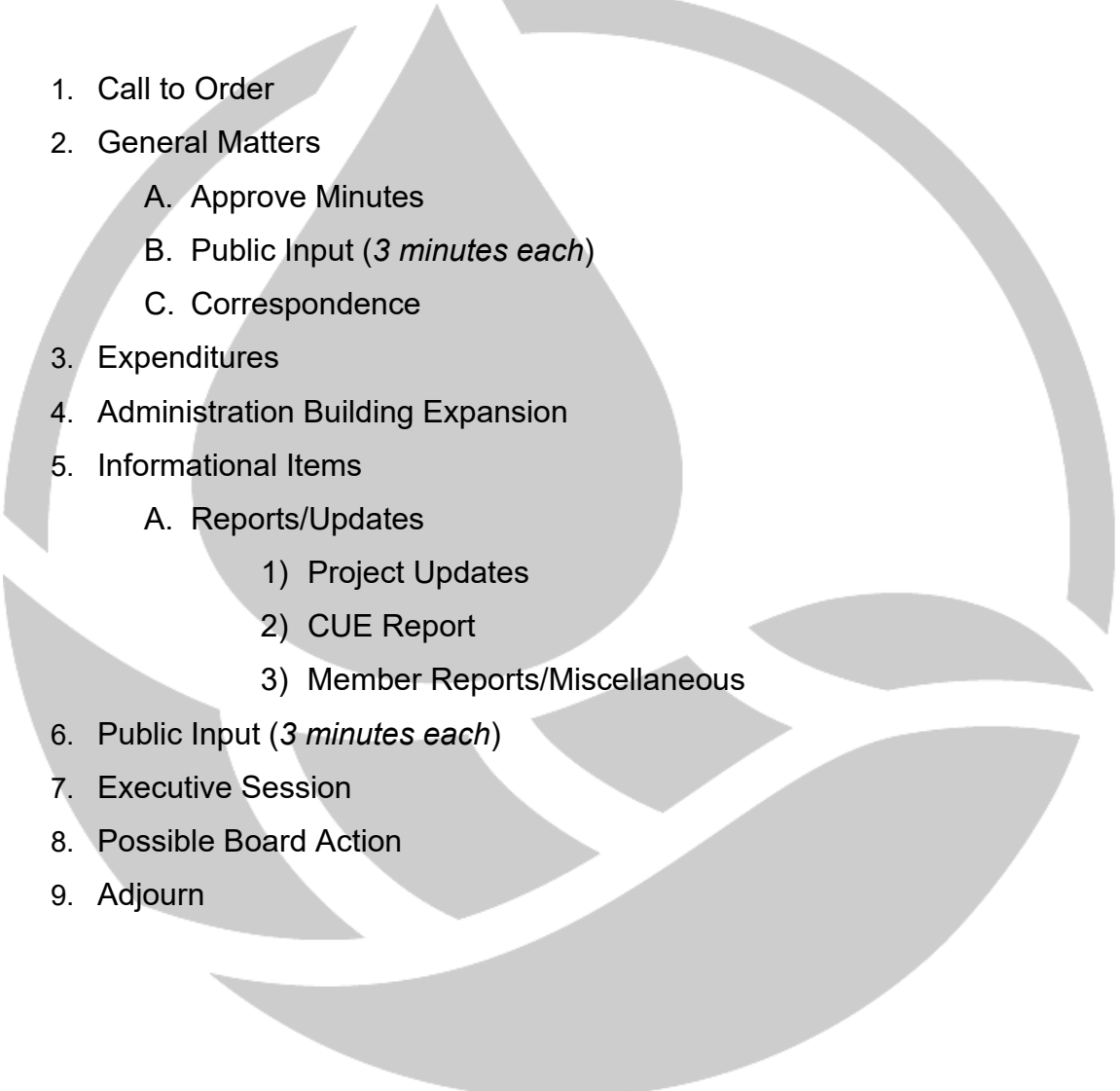
**AGENDA**

**For**

**Tuesday**

**January 6, 2026**

**6:30 PM**

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1. Call to Order
  2. General Matters
    - A. Approve Minutes
    - B. Public Input (*3 minutes each*)
    - C. Correspondence
  3. Expenditures
  4. Administration Building Expansion
  5. Informational Items
    - A. Reports/Updates
      - 1) Project Updates
      - 2) CUE Report
      - 3) Member Reports/Miscellaneous
  6. Public Input (*3 minutes each*)
  7. Executive Session
  8. Possible Board Action
  9. Adjourn

Avon Lake Regional Water  
**MEMORANDUM**

To: **Board of Municipal Utilities**  
From: **Rob Munro**  
Subject: **Agenda Items – January 6, 2026**  
Date: **December 31, 2025**

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- Item 1: **Call to Order**
- Item 2A: **Approve Minutes**
- Item 2B: **Public Input (3 minutes)**
- Item 2C: **Correspondence**
- Item 3: **Expenditures – RKM**
- Item 4: **Administration Building Expansion – RKM**

Staff is working with Sixmo Architecture on the final design and bid package for the expansion of the administration building on Miller Rd. This expansion is to address the immediate space needs of current staff as well as accommodate the future growth of the organization. The CUE will provide a summary overview of the floor plan, along with exterior renderings of the building.

Item 5A1: **Project Updates – GKY**

WFP Improvements: The Great Lakes Construction Company (GLC) continues with installation of the block on the south face of the new filters and HVAC ductwork in the new chemical feed building.

Techwin Project: Station has been operating continuously without issue and the second sample sent to a third-party laboratory has verified that the product is meeting quality standards. ALRW staff has collected the sample that will be tested for NSF certification and it has been sent to their laboratory for analysis.

2025 Water Bundle Project: No update. No work during Christmas/New Year holiday.

- Item 5A2: **CUE Report – RKM**
- Item 5A3: **Member Reports/Miscellaneous**
- Item 6: **Public Input (3 minutes)**

**Item 7:        Executive Session**

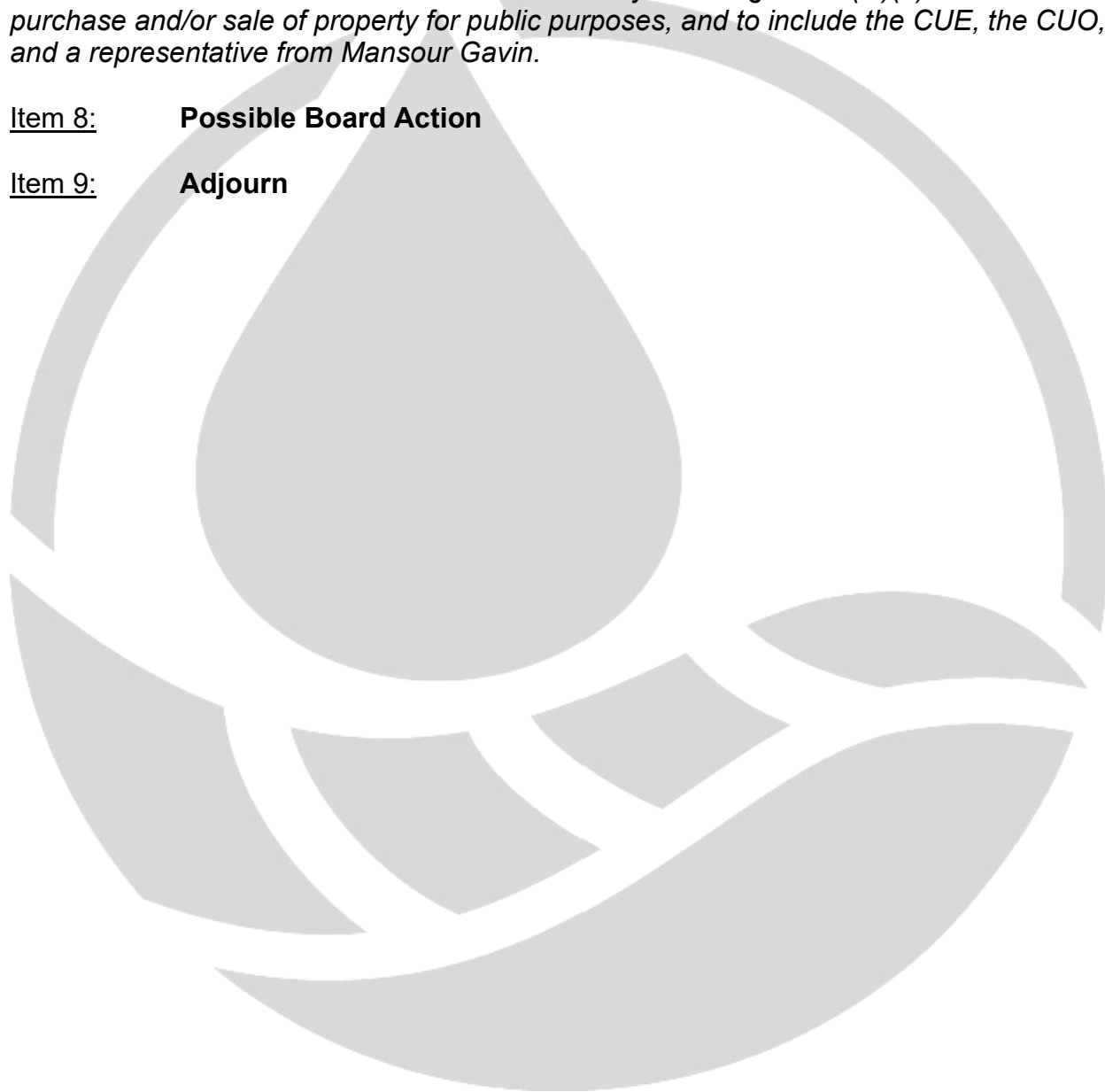
The CUE requests to meet in Executive Session to discuss the purchase and/or sale of property for public purposes. Based on discussion in Executive Session, the Board may take formal action upon reconvening the public meeting.

Recommended Motion:

*I move to meet in Executive Session as allowed by O.R.C. §121.22(G)(2) to discuss the purchase and/or sale of property for public purposes, and to include the CUE, the CUO, and a representative from Mansour Gavin.*

**Item 8:        Possible Board Action**

**Item 9:        Adjourn**



Board of Municipal Utilities  
**Organizational Meeting Minutes**  
**December 16, 2025**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:30 PM. The meeting was held in-person using web-based video conferencing technology and streamed live over Facebook and YouTube.

Present: Mr. Dzwonczyk, Mr. Mondello, Mr. Rush, and Mrs. Schnabel.

Excused: Mr. Rickey

Also present: CUE Munro, CUO Yuronich, Attorney Anthony Coyne of Mansour Gavin, and Avon Lake City Councilwoman Amy Gentry.

***Appointments***

**A. Chairman**

Mr. Rush moved, Mrs. Schnabel seconded, that John Dzwonczyk be appointed Chairman for the next two years, 2026-2027, with an additional \$1,000 per year in compensation.

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel

Nays: None

Motion carried.

**B. Acting Chairman**

Mr. Dzwonczyk moved, Mrs. Schnabel seconded, that Tim Rush be appointed Acting Chairman for the next two years, 2026-2027, without additional compensation.

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel

Nays: None

Motion carried.

**C. Clerk**

Mr. Mondello moved, Mr. Rush seconded, that the Chief Utilities Executive be appointed Clerk of the Board for the next two years, 2026-2027, without additional compensation.

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel

Nays: None

Motion carried.

**D. Acting Clerk**

Mrs. Schnabel moved, Mr. Rush seconded, that in the event of the CUE’s absence, the CUO be appointed Acting Clerk of the Board for the next two years, 2026-2027, without additional compensation.

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel  
Nays: None  
Motion carried.

**E. Committee Assignments**

Mr. Mondello moved, Mr. Rush seconded, that the following committee appointments be made:

<b>Committee Designation</b>	<b>Current Board Appointee</b>	<b>Alternate Board Appointee</b>
Wholesale Customers	Mr. Dzwonczyk	Mr. Rush
Board Compensation	Mr. Dzwonczyk	Mr. Rush
LORCO	Mr. Rickey	Mr. Mondello
Communications	Mrs. Schnabel	Mr. Mondello
Finance Committee	Mr. Rush	Mr. Dzwonczyk
Human Resources	Mr. Rush	Mrs. Schnabel
Building & Utilities Committee	Mr. Mondello	Mr. Rickey

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel  
Nays: None  
Motion carried.

***Meeting Times and Place***

Mrs. Schnabel moved, Mr. Mondello seconded, that the Board of Municipal Utilities maintain their regular meeting nights as the first and third Tuesdays every month at 6:30 PM (or immediately after the Work Session) for 2026 and 2027 and that all meetings be held at the Avon Lake Regional Water Office at 201 Miller Road, Avon Lake, unless otherwise noted. I further move that the Board continue its tradition of forgoing the second meeting in July and the first meeting in August for a summer recess.

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel  
Nays: None  
Motion carried.

Mr. Rush moved, Mr. Mondello seconded, that the Board of Municipal Utilities hold any work session prior to its regular meeting on the first and/or third Tuesdays every month, as necessary, and begin at 6:00 PM for 2026 and 2027 and that all meetings be held at the Avon Lake Regional Water Office at 201 Miller Road, Avon Lake, unless otherwise noted.

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel  
Nays: None  
Motion carried.

***Adjourn***

As there was no further business, Mr. Rush moved, and Mr. Mondello seconded, to adjourn. The meeting adjourned at 6:37 PM.

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel  
Nays: None  
Motion carried.

Approved January 6, 2026.

John Dzwonczyk, Chairman

Robert Munro, Clerk

Board of Municipal Utilities  
**Meeting Minutes**  
**December 16, 2025**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:37 PM. The meeting was held in-person using web-based video conferencing technology.

Present: Mr. Dzwonczyk, Mr. Mondello, Mr. Rush, and Mrs. Schnabel.

Excused: Mr. Rickey

Also present: CUE Munro, CUO Yuronich, Attorney Tony Coyne of Mansour-Gavin, and Avon Lake City Councilwoman Amy Gentry.

***Approve Minutes***

Mr. Dzwonczyk presented the Minutes of the December 2, 2025 regular meeting. With no additional changes, additions or corrections noted, Mr. Dzwonczyk ordered that the minutes stand and be distributed as submitted.

Mr. Dzwonczyk stated that at the December 2, 2025 meeting, Avon Lake resident William Zimmerman stated that the minutes did not reflect what he had said. Mr. Dzwonczyk inquired if Mr. Munro and staff reviewed the recording of that meeting. Mr. Munro stated that based on the claim Mr. Zimmerman made, he and staff reviewed the recording and found that the approved minutes were accurate and did not recommend any changes.

***Public Speakers***

None.

***Correspondence***

None.

## **Expenditures**

Following review of expenses for funds and amounts as follows, Mrs. Schnabel moved, Mr. Rush seconded, to approve the expenditures of November 28 through December 11, 2025:

Water Fund 701	\$	97,426.70
Distribution Fund 723	\$	66,232.89
Wastewater Fund 721	\$	110,828.54
Collection Fund 722	\$	61,598.62
ETL1 Fund 703	\$	159,843.00
ETL2 Fund 762	\$	505,433.41
LORCO Fund 749	\$	6,393.60
Water Construction Fund 704	\$	1,195,366.02

Ayes (per voice vote): Dzwonczyk, Mondello, Rush, and Schnabel

Nays: None

Motion carried.

## **WFP Operator**

Mr. Yuronich informed the Board that staff had interviewed multiple applicants for an operator position at the water filtration plant and had extended an offer to Elliot Cullen contingent upon his successful completion of the prerequisites. Mr. Yuronich stated that Mr. Cullen had accepted the offer and will begin on January 12, 2026 as a Plant Operator – Step 1 and earn \$29.71 per hour. Mr. Dzwonczyk inquired about the license level of Mr. Cullen and Mr. Yuronich stated that he hold an Ohio EPA Class I license. Mr. Yuronich added that other staff members knew Mr. Cullen and feel he will be a great addition for ALRW.

## **Project Updates**

*Power Plant Update:* Mr. Yuronich stated that unless there were any sudden new developments, the power plant project will be closed out.

*WFP Improvements:* Mr. Yuronich stated that The Great Lakes Construction Company (GLC) is installing block on the south face of the new filter building and also referenced a photo showing the north face enclosed with plastic sheeting to create a better working environment during the winter. Mr. Yuronich referenced a picture showing the installation of the silos that will contain powdered activated carbon (PAC) and stated that each silo will hold approximately two-thousand cubic feet of PAC, or approximately 15,000 gallons. Mr. Dzwonczyk inquired if there was any dehumidification equipment so that the PAC stays dry and free-flowing. Mr. Yuronich stated that he did not believe that it did, but instead relied upon vibration and mechanical conveyor to keep the PAC flowing to the feed system. Mr. Mondello inquired how long thirty-thousand gallons of PAC would last and Mr. Yuronich stated that it is water quality dependent and could range from couple of months down to only one month in a worst-case-scenario. Mr. Rush inquired how the silos would be protected from damage. Mr. Yuronich stated that bollards and-or concrete barriers were going to be installed around the base to protect the silos from contact with vehicles onsite.

*Techwin Project:* Mr. Yuronich informed the Board that a round of testing on the sodium hypochlorite had found the product had met the certification results on one sample tested at a third-party laboratory. Mr. Yuronich stated that one more sample would be tested this way and if acceptable results are received, the product will be testing by the National Sanitation Foundation (NSF) for certification purposes. Mr. Yuronich also informed the Board that during the spell of cold weather, staff had discovered an error in the unit's programming and that Techwin was able to provide an update to the programmable logic controller (PLC) so that it does not happen again.

*2025 Water Bundle Project:* Mr. Yuronich referenced a picture of the water main installation taking place on Parkwood Avenue and stated that Underground Utilities Inc, (UUI) will be taking a two-week break over the holidays but added that it will not impact their project schedule. Mr. Yuronich also referenced a picture of the concrete repair on Lake Rd and Parkwood Avenue and informed the Board that the three valves at each intersection is ALRW's standard as it allows the most flexibility in isolating any future breaks and reduces the number of customers that would be affected in any shutdown. Mr. Dzwonczyk inquired about the concrete used in cold weather and Mr. Munro stated that it is a cold-weather blend that includes calcium and also that heat blankets may be used. Mr. Rush inquired about how these valves are exercised. Mr. Yuronich stated that as part of the valve turning program and that twenty percent of system valves are exercised as part of this program each year. Mr. Yuronich stated that "critical" valves are exercised yearly. Mr. Munro added that the ETL valves along with Electric Blvd. are considered critical valves and stated that the valve exercising program led to the inclusion of the Electric Blvd. valves as needing to be replaced as part of this water bundle.

### ***CUE Report***

Mr. Munro informed the Board that he would like to congratulate Mr. Gibboney on completing his first semester of his Associate's Degree in Water and Wastewater Management with a 4.0 GPA. Mr. Munro stated that he understands how challenging it can be to balance family obligations and normal work requirements with furthering your education and wanted to recognize Mr. Gibboney's accomplishments. Mr. Munro added that due to Mr. Gibboney's advanced OEPA licensure, he was able to earn advanced standing and is likely to finish his two-year degree in one full year. Mr. Dzwonczyk wished to extend congratulations from the Board also.

Mr. Munro informed the Board that in the early morning hours of December 16, 2025, ALRW was notified of a strong gasoline odor near Moore Rd. and Electric Blvd. Mr. Munro stated that staff worked with the Avon Lake Service Department and the Avon Lake Fire Department and traced the smell back to a leaking tank at the gas station located at Lake Rd. and Moore Rd. Mr. Munro stated that the owner of the gas station had hired a contractor and will remediate the area to comply with all OEPA regulations. Mr. Munro stated that gas stations are regulated by the Bureau of Underground Storage Tanks in Ohio and the Fire Marshall. Mr. Munro added that there was no concern of contamination of the drinking water if any had made it to the lake due to the depth of ALRW's intakes and the treatment process at the WFP itself. Mr. Dzwonczyk suggested that Councilwoman Gentry may want to discuss this incident with the Zoning Board and see if there were any changes that could be made to keep these types of gasoline storage tanks away from both the lake and from the underground tanks at the nearby WFP.

Councilwoman Gentry replied that she had already texted Councilman Shamir who is the environmental chair on council. Mr. Dzwonczyk and Mr. Rush both stated that in the past there were other gas stations in the area including on property that ALRW has purchased west of the existing WFP. Mr. Munro stated that the property purchased by ALRW had been properly remediated and that "no-further-action" letters were granted to the previous owners by the OEPA.

Mr. Munro informed the Board that Mr. Rickey had contacted him last week to say that the LORCO meeting had been cancelled as several of the LORCO Board members had attended the zoning meeting in New Russia Township.

### ***Miscellaneous & Member Reports***

Mr. Dzwonczyk stated that the Board wished to thank ALRW staff, and in particular Mr. Munro, for planning of the Christmas party last week and added that it seemed to be very well attended. Mr. Munro added that he wished to thank his wife for her efforts on planning and decorating as well.

### ***Public Speakers***

None.

### ***Executive Session***

The CUE requests to meet in Executive Session as allowed by O.R.C. §121.22 (G)(2) to discuss the purchase of property for public purposes. The CUE does not anticipate any formal action by the Board upon reconvening the public meeting.

Mr. Rush moved, Mrs. Schnabel seconded, to meet in executive session as allowed by ORC §121.22 (G)(2) to discuss the purchase of property for public purposes and to include the CUE, the CUO, and Attorney Tony Coyne of Mansour Gavin.

Ayes (per roll-call vote): Dzwonczyk, Mondello, Rush and Schnabel

Nays: None

Motion carried.

The Board entered Executive Session at 7:11 PM

The Board reconvened the public meeting at 8:14 PM

### ***Adjourn***

As there was no further business, Mr. Rush moved, and Mr. Mondello seconded, to adjourn.

Ayes (per voice vote): Dzwonczyk, Rickey, Rush, and Schnabel

Nays: None

Motion carried.

The meeting adjourned at 8:15 PM.

Approved January 6, 2026.

John Dzwonczyk, Chairman

Robert Munro, Clerk