

Board of Municipal Utilities
Meeting Minutes
February 4, 2025
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

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

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

Also present: CUE Munro, CUO Yuronich, Attorney Anthony Coyne of Mansour Gavin, Councilwoman Amy Gentry and resident Greg Mosher of 125 Ashwood Dr.

Approve Minutes

Mr. Dzwonczyk presented the Minutes of the January 21, 2025 regular meeting. With no additional changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

Public Speakers

Avon Lake resident and former employee Gregory J. Mosher of 125 Ashwood Dr. spoke about various topics related to his employment with Avon Lake Regional Water.

Correspondence

None.

Expenditures

Following review of expenses for funds and amounts as follows, Mr. Rickey moved, Mrs. Schnabel seconded, to approve the expenditures of January 17 through January 30, 2025:

Water Fund 701	\$	172,037.06
Water Distribution Fund 723	\$	158,218.56
Wastewater Fund 721	\$	124,869.89
Sewer Collection Fund 722	\$	112,547.38
ETL1 Fund 703	\$	5,347.85
ETL2 Fund 762	\$	15,488.34
LORCO Fund 749	\$	4,335.88
Water Construction Fund 704	\$	1,182,444.94
West Ridge Interconnect Fund 702	\$	1,506.29

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

Nays: None

Motion carried.

Infrastructure Technician

Mr. Yuronich informed the Board that Engineering Services had interviewed candidates to fill the Infrastructure Technician position and pending completion of all prerequisites, Mr. Justin Conrad will be welcomed to the organization. Mr. Yuronich stated that Mr. Conrad has a decade of experience in utility locating and will begin as an Infrastructure Technician – Step 3, \$26.46/hour effective February 17, 2025. Mr. Dzwonczyk inquired if this was a candidate that ALRW recruited and Mr. Yuronich replied that Mr. Conrad had responded to the advertisement.

Administration Building Expansion

Mr. Munro informed the Board that as part of ALRW's long-term facility planning efforts he had requested Sixmo, an architectural firm that ALRW has a master services agreement with, to provide a proposal for design and construction management services for upgrades and expansion of the administration building. Mr. Munro stated that the administration building is approximately twenty-two years old and that staffing levels have increased since it was designed. Mr. Munro stated that one of the drivers for this expansion is to properly house the Engineering Services staff that is temporarily relocated at an off-site location. Mr. Munro stated that he expects to present a proposal for the Board's consideration and approval at the February 18, 2025 meeting. Mr. Dzwonczyk inquired where the funds for this work would be coming from. Mr. Munro stated that there were funds budgeted within professional services. Mr. Munro stated that the scope of work Sixmo provided includes conceptual, preliminary, design, construction documents, bid specifications and permitting and bidding services. Mr. Munro added that depending on the total cost, ALRW is likely to pay cash for these improvements rather than taking on additional debt. Mr. Dzwonczyk inquired about the expected timeline until completion. Mr. Munro stated that he expected it would take about four months to complete the planning and bidding the project. Mr. Munro also added that there had been money included in the 2024 budget for a complete roof replacement and since that work had not yet been done it would be added to this project. Mrs. Schnabel inquired if Mr. Munro had an approximate size of the building expansion. Mr. Munro stated that the only viable option was to expand to the north but an approximate size had not yet been determined.

Project Updates

Power Plant Update: No updates.

ETL Design Services: No updates.

WFP Improvements: Mr. Yuronich, referencing the slide show, informed the Board that the final four vertical columns for the chemical feed structure have been formed and will soon be poured. Mr. Yuronich also pointed out that the final concrete slab for the chemical building had been poured and included additional conduit runs to allow replacement or additional chemical lines to be easily added in the future if required. Mr. Dzwonczyk inquired how they were keeping the fresh concrete at the appropriate temperature to cure properly. Mr. Yuronich replied that they were using blankets and insulation along with the diesel heaters that piped in warm air to the pour. Mr. Yuronich stated that the work on the additional filters continues with the below-grade excavation to prepare placing the filter effluent piping. Mr. Yuronich stated that the filter piping had been preassembled and welded, and that once it is connected, will be encased in concrete in the floor of the new building. Mr. Yuronich added that the connection was to be made at the end of the month as all WFP shutdowns have to be completed during the lowest demand period of the year to prevent complications. Mr. Dzwonczyk inquired if the bulk customers would be notified and Mr. Yuronich stated that staff will coordinate with them so that all bulk tanks can be filled prior to the shutdown to decrease the demand during these shutdowns as much as practical. Mr. Dzwonczyk inquired if the filter piping was being encased in concrete for thrust

purposes and Mr. Yuronich stated that it due to the elevation of the existing piping that dictated the plans.

SCADA Communication Upgrade: Mr. Yuronich stated that ALRW staff and the Information Technology (IT) and Operation Technology (OT) contractors will meet with the Cybersecurity and Infrastructure Security Agency (CISA) representative to review the assessments performed on the organization in 2024. Mr. Yuronich stated that the results of this review will be included in future planning to use best available technologies in any upgrades and address any potential shortcomings.

Techwin Project: Mr. Yuronich stated that ALRW have ordered all necessary electrical equipment to connect and power the Techwin container and have a lead time of four to six weeks. Mr. Yuronich also stated that staff have procured all necessary electrical permits from the City of Avon Lake. Mr. Dzwonczyk inquired on the time until the unit is operational. Mr. Yuronich stated that the end of March beginning of April 2025 was what was previously discussed as a tentative timeframe and Mr. Munro responded that Techwin has not yet set a firm date and this was all dependent on the unit having electrical work complete. Mr. Dzwonczyk inquired if it would require some time for staff to familiarize themselves with the equipment. Mr. Munro stated that initially ALRW will not be using the product due to the current permit at the WFP being written for chlorine gas and that staff also needs to procure NSF certifications prior to it being used in the treatment process.

CUE Report

Mr. Munro stated that he had provided the Board with a recent article in the Association of Metropolitan Water Agencies (AMWA) newsletter about the Techwin onsite hypochlorite generating station. Mr. Munro stated that AMWA had interviewed him about all of the projects ALRW has going on and that they were very interested in the Techwin partnership.

Mr. Munro stated that the emergency repair of Walker Rd. due to a leaking service line was completed the previous week. Mr. Munro stated that KMU, staff, Public Works Director Liskovec, Avon Lake City Engineers and Avon Lake Police Department all worked together very well to complete this work on a busy road with minimal delays to drivers. Mrs. Schnabel inquired if that was the first use of the temporary traffic signals. Mr. Munro responded that KMU had provided the signals due to not wanting to accept the liability of using ALRW owned lighting.

Mr. Munro stated that he will be absent from the March 4, 2025 meeting and that Mr. Yuronich will be taking his place. Mr. Munro informed the Board that he was accepted into the University of North Carolina Water and Wastewater Leadership Center program which is a two-week long program for utility executives. Mr. Munro stated that there was over one-hundred applicants and only thirty were accepted. Mr. Munro stated that he was looking forward to the professional development.

Miscellaneous & Member Reports

Mr. Rickey stated that he had stopped at the Walker Rd. repair multiple times to check on progress and wanted to see if anything was done to prevent this situation in the future. Mr. Munro stated that a leak could develop anywhere but that staff put a pipe chase under the road and insulate it to prevent freezing and allow for future replacement of this line if needed. Mr. Rickey stated that staff and ALPD did a great job performing the work quickly and safely. Mr. Rickey also stated that he had stopped and met with ALRW Engineering Services and had met the new intern, Stella Davisson. Mr. Rickey also stated that he will be attending the monthly LORCO meeting and extended an invite to new Board member Mr. Mondello to expose him to various aspects of ALRW. Mr. Dzwonczyk stated that he observed very orderly conduct by drivers as they navigated the repair zone.

Public Speakers

Avon Lake resident and former employee Gregory J. Mosher of 125 Ashwood Dr. continued to speak about various topics related to his employment with Avon Lake Regional Water and his displeasure with Avon Lake Regional Water and City of Avon Lake staff.

Executive Session

Mr. Rush stated that he did not anticipate formal action following the executive session.

Mr. Rush moved, Mr. Dzwonczyk seconded, to meet in executive session as allowed by ORC §121.22 (G)(3) to discuss pending or imminent court action, and to include the CUE, the CUO, and a representative from Mansour Gavin.

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

Nays: None

Motion carried.

The Board entered Executive Session at 7:12 PM.

The Board reconvened the public meeting at 7:53 PM.

Adjourn

As there was no further business, Mr. Rush moved, and Mrs. Schnabel seconded, to adjourn. The meeting adjourned at 7:54 PM.

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

Nays: None

Motion carried.

Approved February 18, 2024.

John Dzwonczyk, Chairman

Robert Munro, Clerk