

Board of Municipal Utilities
Work Session Minutes
February 5, 2019
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, Mrs. Schnabel, and Mr. Phillips.

Also present: Councilman Zuber, Councilmember Fenderbosch (arrived partway through meeting), CUE Danielson, CUO Munro, Community Outreach Specialist Arnold (arrived partway through meeting), and Technical Support Specialist Collins.

Draft Strategic Plan

Chairman Dzwonczyk called the meeting to order at 6:00PM and invited the Chief Utilities Executive to discuss the Strategic Plan draft. The CUE included a draft of the 2019 - 2022 Strategic Plan for the Board's review and input. This draft is in a preliminary phase, and staff is seeking input to assure Board support for the initiatives that staff intends to undertake during the next four years. The CUE reminded the Board of the aging infrastructure of the pipes, the plant, and sewer system, and the capital needed to maintain these systems.

The Board discussed the effluent diversion system and the EPA mandates regarding the diversion. The CUE indicated to the Board that the EPA is willing to extend the study of the effluent diversion system by three years, and allow an additional four years for construction of a system that falls within their regulations. The Chairman indicated that the Board had previously stated that they would like to understand more about the Advanced Metering Infrastructure before they support its implementation, and the CUE responded that staff would be presenting more about AMI at the next work session. Member Rush indicated that it would be important for staff to select representative metrics to assure that they are succeeding with the initiatives.

Technical Support Specialist

The CUE informed the Board that he met with the Civil Service Commission on January 7, 2019, and again on January 28, 2019, the Commission determined that the position of Technical Support Specialist should be considered "classified" and indicated that to be considered "unclassified," it must either be converted into a secretarial position or include supervisory responsibilities. The CUE and CUO believe it in the best interest of the organization to include some supervisory responsibilities in the position and present the attached revision for Board input.

The CUE discussed this with the HR Director and the HR Committee Chair and is prepared to present an updated job description to the HR Committee on February 11, 2019. The CUE is currently working with the HR Director and HR Committee Chair to determine whether the job description needs to go through an additional three readings

and is working to get the job description reconsidered by the Civil Service Commission. Mr. Abram said that as he stated previously, in his opinion, the proposed position is not necessary since the duties listed are the responsibility of the CUE.

Overlook Park

The CUE discussed how The 45 Area Combined Sewer Separation Project called for the restoration of Overlook Park, which includes the new playground. The CUE shared with the Board that the park's restoration plans would be discussed at the City's Ward 1 & 2 meeting on February 12, 2019, and that Avon Lake Regional Water will be contributing \$40,000 to the restoration of the park, beyond the basic restoration. The Chairman stressed that staff should not be designing any of the restoration aspects such as the playground, and the CUE agreed that those items were the responsibility of City departments, such as Recreation and Public Works.

Plaque

Staff showed the Board design options of the rehabilitation dedication plaque for the Water Reclamation Facility. The Board shared thoughts on plaque color as to be consistent with other plaques at the facility. Staff will take the Board's requests and develop a final proof for approval from the Board.

Adjourn

With no other business before the Board, Mr. Dzwonczyk adjourned the work session at 6:47 PM.

Approved February 19, 2019

John Dzwonczyk, Chairman

Todd Danielson, Clerk