

Board of Municipal Utilities  
**Meeting Minutes**  
**February 15, 2022**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:46 PM following the Work Session. The meeting was held using web-based video conferencing technology and streamed live over Facebook.

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

Also present: CUE Munro, CUO Yuronich, Technical Support Specialist Collins, and Mayor Zilka.

***Approve Minutes***

Chairman Dzwonczyk presented the Minutes of the February 1, 2022 regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

***Public Speakers***

None.

***Correspondence***

Mr. Munro informed the Board that the Chairman received a letter from Avon Lake City Schools Superintendent Scott. The Superintendent sent a certification and thank you to the Board of Municipal Utilities and Avon Lake Regional Water for their continued support of the Avon Lake City Schools by donating drinking fountains to the schools. He said the letter thanks the Board for the most recent donation of the fountain and water bottle filling station located in the gymnasium of Troy Intermediate School. Mr. Munro added that in the past ALRW has provided many interior and exterior drinking fountains at many of the schools. The Chairman said that he believes ALRW's water is competitive with many of the waters sold in bottles at a fraction of the cost and virtually no waste.

***Expenditures***

Following review of expenses dated February 15, 2022, for funds and amounts as follows, Mr. Abram moved, Mr. Rickey seconded, to approve the expenditures of January 28 through February 10, 2022:

Water Fund 701	\$	211,023.56
Wastewater Fund 721	\$	239,654.95
MOR ETL1 Fund 703	\$	186,339.03
MOR ETL2 Fund 762	\$	399,199.82
Water Construction Fund 704	\$	29,960.23
LORCO Fund 749	\$	7,742.06

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

Nays: None  
Motion carried.

### ***Appropriation for 2021 Property Taxes***

At the February 1, 2022 meeting the CUE provided correspondence to the Board that he received from Finance Director Presley regarding a tax bill received for the Water Reclamation Facility at 180 Shields Rd. Lorain County reassessed the property after the facility upgrades and improvements were completed and now the property is listed as taxable. Staff has submitted the necessary paperwork to Lorain County to classify the parcel as tax exempt and is awaiting approval from the State of Ohio. The Chairman asked Mr. Munro how long the process takes. Mr. Munro said that on other properties it has taken anywhere between six months to one year. He also said that the standard response from the County is that it could take up to three years. Mr. Munro said that once the property was classified as tax exempt that any money paid for these taxes would be refunded. The Chairman asked if the refund would also include any interest calculation to which Mr. Munro replied no.

Mrs. Schnabel moved, and Mr. Rickey seconded, to appropriate \$234,760.70 from the Wastewater Fund 721 fund balance to Wastewater Fund 721.000.53706 Real Estate Taxes for the payment of Property Taxes to Lorain County for the 180 Shields Ave property.

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

### ***Leadership Development with Miles-LeHane***

Mr. Munro introduced a proposal from Miles-LeHane for a contract extension for 2022 to continue the work with the CUE, CUO and Leadership Team. The Chairman asked Mr. Munro to provide details to the Board regarding the scope of services that is included in this proposal. Mr. Munro provided details on the scope of services that includes one-on-one coaching for the CUE by Dr. David Miles and helping Mr. Munro transition from his previous CUO position to the CUE position. Another aspect of the scope is working with the entire Leadership team in group sessions and also one-on-one sessions to help develop leadership styles and effectiveness. The Chairman asked if the work with Dr. Miles falls in line with our overall quality initiative to which Mr. Munro replied yes. Mr. Rush asked Mr. Munro what the cost was for additional expenses for Dr. Miles from the previous year. Mr. Munro stated that his quarterly expenses range between \$900 - \$1,100 per quarter. Mr. Rickey stated that he was glad to see that the Board has expanded the services of Miles-LeHane over the past few years. He feels it is a good investment in our employees for their professional development and that it is money well spent. Mrs. Schnabel echoed what Mr. Rickey stated and said that speaking with Mr. Munro regarding this proposal she supports these services. She did request that in the future she would like to see a line-item breakdown for each item of the scope so she can better understand what each item costs and how the lump-sum amount was reached. She also would like a regular report made to the Board after each visit providing a summary of the activities that took place. The Chairman asked Mr. Munro for staff to come to a future work session to provide a report to the Board on their work with Dr. David Miles.

Mr. Rickey moved, and Mr. Rush seconded, I move to authorize the CUE to execute a contract extension with Miles-LeHane in the amount of \$49,500 plus expenses.

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

Nays: None

Motion carried.

### ***Project Updates***

*WFP & ETL Design Services:* Mr. Yuronich said staff is currently reviewing the 75% ETL Suction Line design drawings, the 50% ETL1 design drawings, and the 50% WFP design drawings. We have the next meeting with HDR scheduled for March 9th and will be scheduling a 2nd pre-application workshop with the OEPA and Maintenance of Plant Operations workshop with HDR and ALRW Staff at or near the same time depending on OEPA's availability.

*Spieth Road Water Tank Mixers:* Mr. Yuronich informed the Board that staff is awaiting the delivery of the electrical control panels. The panels are scheduled to be delivered to the site by the end of February. They have received an updated ship date of Feb. 21, 2022.

*2022 Waterline Bundle Project:* Mr. Yuronich said staff is in the process of finalizing the public outreach efforts regarding the upcoming work. The project team and contractor will be meeting on Feb. 17, 2022 for a preconstruction meeting to finalize the schedule. Work will begin on March 7th starting with the Lake Rd. crossovers in the area of Parkland, Rosewood, and Edgewood. Residents on those streets and Lake Rd. near those streets will receive project notification letters prior to any construction. Updates will also be provided on our website and Facebook page. Mrs. Schnabel asked if staff will notify the schools to ensure that school busses are made aware. Mr. Munro said that staff has reached out to Avon Lake City Schools, Kimble Recycling, and the U.S. Post Office to coordinate their services throughout our construction areas.

### ***CUE Report***

Mr. Munro informed the Board that staff has put out to bid a contract for the supply of concrete material. The purpose of this bid is so that staff can evaluate the cost of concrete versus asphalt when resurfacing the parking and driveway areas at the Administration Building. Mr. Munro also stated that this concrete unit price will be used for the additional storage building that is currently in the design process. Bid will be opened on February 17, 2022.

Mr. Munro informed the Board that he attended the Buildings and Utilities Committee meeting to present the 2022 Water Bundle Project. The committee did recommend to the full City Council to award the project for their work. City Council approved the award at the February 14, 2022 meeting.

Mr. Munro updated the Board on the status of the Additional Storage Building. He stated that staff met internally to review and discuss the proposal received from Blue Scope Construction. Staff has asked Blue Scope to revise their proposal to include some of the work to be performed in-house by staff. A recommended award will be brought to the Board soon for their approval.

Mr. Munro met with LORCO Executive Director Gene Toy and NOACA representative Eric Aikin to discuss changes to Facility Planning Areas (FPA). NOACA is in the process of updating their

FPA maps and would like to make more broad changes to FPA maps instead of the numerous minor changes that have historically occurred.

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

Mr. Abram reported that construction has started in the LORCO service area on Eaton Crossings. This development, once finished, will add 200 homes to the LORCO system. He also stated that another development is close to construction that will add 52 homes to the LORCO system.

The Chairman reported that he attended a meeting with staff and HDR earlier in the month. His area of concern was the pipe material for the ETL project. He stressed to HDR that the cheapest pipe material does not necessarily solve the corrosion problems that staff has encountered. He asked HDR to find alternative options for procuring PVC pipe and staff is waiting to hear back from them.

Mr. Abram asked about PFAS and what it was. Mr. Munro stated that PFAS, which stands for Per- and Polyfluoroalkyl Substances (PFAS) is a hot topic in our sector and that staff has been involved in discussions about PFAS. One example of where PFAS is found is in foam used by firefighters on chemical fires. Mr. Yuronich stated that US EPA and Ohio EPA conducted unmonitored contaminant monitoring and that PFAS was not detected in any of our samples from Lake Erie.

### ***Public Speakers***

None

### ***Executive Session***

Mr. Rush moved, and Mr. Abram seconded, to meet in executive session as allowed by ORC §121.22 G (3) to discuss legal matters and to include the CUE and the CUO.

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

Nays: None

Motion carried.

The Board reconvened at 7:48 PM.

### ***Adjourn***

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rickey seconded. The meeting adjourned at 7:48 PM.

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

Nays: None

Motion carried.

Approved \_\_\_\_\_ 2022.

John Dzwonczyk, Chairman

Robert Munro, Clerk