

Board of Municipal Utilities  
**Meeting Minutes**  
**February 16, 2021**  
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. Rush, and Mrs. Schnabel.

Excused: Mr. Phillips.

Also present: Acting CUE Munro, Technical Support Specialist Collins, Community Outreach Specialist Arnold, Water Filtration Plant Manager Yuronich, Engineering Services Manager Gaydar, and Councilman Spaetzle.

***Approve Minutes***

Chairman Dzwonczyk presented the Minutes of the February 2, 2021 regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

***Public Speakers***

Mr. Spaetzle thanked Avon Lake Regional Water for the work done on the issue surrounding Gable Creek. He said the problem was resolved very quickly and he thanked the Acting CUE and staff for their work. He added that a resident of Avon Lake contacted her councilperson regarding two members of Avon Lake Regional Water, Mr. Tim Bradley and Mr. Tim Roten, for helping a resident push their stuck vehicle from the snow. Mr. Spaetzle expressed his appreciation to the two individuals for stopping to help.

***Correspondence***

None.

***Expenditures***

Following review of expenses dated February 16, 2021, for funds and amounts as follows, Mr. Abram moved, Mrs. Rush seconded, to approve the expenditures of February 16, 2021:

Water Fund 701	\$	292,152.45
Wastewater Fund 721	\$	196,384.38
MOR Fund 703	\$	234,066.37
MOR Fund 762	\$	344,929.42
West Ridge Interconnect Fund 702	\$	805.72
LORCO Fund 749	\$	8,395.70

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

Nays: None

Motion carried.

***HDR Design Services***

During the earlier Work Session, the Acting CUE presented to the Board an amendment to the current HDR Redundancy and Future Capacity Plan contract to include design services for the Eastern Transmission Line (ETL) mains and the Water Filtration Plant (WFP). He said that staff recommends the approval of this amendment so that work will continue on these high-priority items. The Acting CUE added that the fee amounts for this design work is budgeted for 2021. Mrs. Schnabel asked for clarification regarding the breakdown of the motions for the general public. The Acting CUE stated that Motion #1 would be done on a time and material basis so as not to exceed the amount specified. He said the amount of \$398,760.70 would be split between the ETL1 and ETL2 funds. He further added that Avon Lake's share is approximately 13%. The Acting CUE stated that the majority of the cost is borne by the consortium members and bulk customers. The Chairman said that would be roughly \$52,000. The Acting CUE said that the breakdown in Motion #2, which is also a not to exceed amount of \$465,226.00, would be paid for in full by Avon Lake Regional Water. He said that is because these will be capacity improvements at the Water Filtration Plant. The Chairman said that is due to the consortium owning the pipe for the ETLs, of which Avon Lake Regional Water owns a small portion, and the WFP being owned by Avon Lake Regional Water.

Mr. Abram asked if HDR has decided what kind of pipe they're going to use. The Acting CUE said they have not decided which type of pipe, but he is confident that the material will not be ductile iron. He said he did believe that it would be plastic pipe because it is now made in a larger diameter and in the pressure class that the ETLs would need. Mr. Abram said that railroads use slag on their tracks and that causes deterioration, and he asked if plastic would have less of a chance of deteriorating from the slag. The Acting CUE said that it would have less of a chance of deterioration. He stated that the corrosion issues they have been dealing with in the ETLs is due to the corrosive soils and the stray currents from the power lines.

Mr. Rush moved, and Mrs. Schnabel seconded, to authorize the Acting CUE to execute contract Amendment #1 Task #6 with HDR to complete the design services for the ETL transmission lines on a time and materials basis for up to \$398,760.70, plus an additional 5% for any out-of-scope items.

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

Nays: None

Motion carried.

Mr. Rush moved, and the Chairman seconded, to authorize the Acting CUE to execute contract Amendment #1 Task #7 with HDR to complete the design services for the Water Filtration Plant improvements on a time and materials basis for up to \$465,226.00 plus an additional 5% for any out-of-scope items.

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

Nays: None

Motion carried.

### ***Step Increases***

The Acting CUE informed the Board that Vince Petruccelli will receive his annual step increase from Maintenance Man II Step 2 to Step 3 effective April 1, 2021.

He also said that Greg Kushner will receive his annual step increase from WFP Operator Step 3 to Step 4 effective April 1, 2021.

### ***Project Updates***

*Orthophosphate Point of Application:* The Acting CUE stated that UUI is tentatively scheduled to begin work at the WFP the first week of March.

*Division Road Water Tower:* The Acting CUE informed the Board that Black & Veatch, the consultant for AT&T, has received approval to conduct a study on the Division Road Water Tower site. The study will take between 3 to 4 weeks to complete. Costs for this will be paid by AT&T.

*SCADA Upgrade:* The Acting CUE said that the new servers have been delivered and SOS Integration is beginning the configuration process. The configuration process will take approximately 2 weeks before installation begins.

Mr. Rush asked about the contamination of chemicals and taking over of a computer system at a water plant in Florida. He asked how our system is different from the system that utility used. The Acting CUE said that at the water plant in Florida, hackers did access get into their SCADA system in Florida and changed the set point on the system from 100 parts-per-million to 11,000 parts-per-million. He said fortunately there was an operator on duty who caught the change and shut down the plant. The Acting CUE said there were a number of vulnerabilities in their system that allowed hackers access to the network. He stated that they used an older operating system that was no longer supported by security updates or patches.

The Acting CUE said that our plant is different from the Florida plant in that Avon Lake Regional Water has a fully updated system. He added that the system is not accessible from the outside, and is not attached to any other network. Mr. Munro further stated that staff has taken a number of measures over the last couple of years with a focus on cybersecurity. He said the SCADA system cybersecurity was the number one priority in the most recent upgrade. Mr. Yuronich added that staff at the WFP does not have the ability to remotely change any operating set points. He said those changes can only be made from within the plant, and he said that for each chemical there is an upper limit to the setting that cannot be exceeded. Mr. Yuronich added that those upper limits are based on the highest amount that would ever be needed by the plant and the chemical dosage range is limited for that reason. The Chairman said that he appreciated the amplification from Mr. Yuronich and that plant security is one of the more critical aspects of the utility.

### ***CUE Reports & Action Items***

The Acting CUE reminded customers with an outstanding balance, that shutoffs are Thursday, February 18. He said that for those customers on a payment plan, balances must be paid in full in April. He stated that most customers on the payment plans are making strides to pay down the amount of their outstanding balance.

The Acting CUE informed the Board about an expenditure that was asked about during the previous Board meeting. Mrs. Schnabel had previously asked a question regarding a drive that had failed at the Water Filtration Plant. The Acting CUE said that the drive had failed and had been replaced by a spare that staff keeps in case of a failure. He said the failed drive was then sent to be repaired, refurbished, and certified and was sent back to our plant to be used in the future.

Mr. Collins provided the Board with two updates regarding the Action Items. He said he has begun working with the Finance Director and the Lorain County Treasurer on the real estate taxes that had been incorrectly charged to Avon Lake Regional Water. He stated he had received the form and was working on completing it to submit to the Lorain County Treasurer.

Mr. Collins also said that the Chairman and the Acting CUE will be meeting with Mr. Williams, the Lorain County Administrator, on Thursday, February 25.

### ***Member Reports***

The Chairman stated that he and the Acting CUE would be meeting with Tom Williams on February 25 and they are eager to speak with him about the growing need for wastewater treatment in Lorain County.

### ***Miscellaneous***

None.

### ***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 include the Acting CUE, Technical Support Specialist, and the Community Outreach Specialist.

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

Nays: None

Motion carried.

The Board resumed the regular meeting at 7:57 PM.

### ***Adjourn***

As there was no further business, Mr. Dzwonczyk moved to adjourn, and Mr. Abram seconded. The meeting adjourned at 7:58 PM.

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

Nays: None

Motion carried.

Approved \_\_\_\_\_ 2021.

John Dzwonczyk, Chairman

Rob Munro, Clerk