

Board of Municipal Utilities
Regular Meeting Minutes
March 20, 2018
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:32 PM.

Present: Mr. Abram, Mr. Dzwonczyk, Mrs. Schnabel and Mr. Phillips.

Excused: Mr. Rush

Also present: CUE Danielson, CUO Munro, Councilmember Fenderbosch and Building Official Carleton

Approve Minutes

Chairman Dzwonczyk presented the minutes of the March 6, 2018, regular meeting and with no changes, additions or corrections noted, ordered that the minutes stand and be distributed as presented.

Public Speakers

None.

Correspondence

None.

Expenditures

Following review of expenses dated March 20, 2018, for funds and amounts as follows, Mr. Phillips moved, Mrs. Schnabel seconded, that all be approved and paid per budget:

Water Fund 701	\$	214,351.49
Wastewater Fund 721	\$	170,516.85
MOR Fund 703	\$	1,750.25
MOR Fund 762	\$	16,992.57
LORCO Fund 749	\$	19,699.36
Lateral Loan Fund 765	\$	30,150.00

The Board requested that the CUE provide details about the AWWA Partnering Fee.

Ayes: Abram, Dzwonczyk, Schnabel and Phillips

Nays: None

Motion carried.

West Ridge Road Emergency Booster Station and Miller Road Interconnect Project

Per CUE's meeting write-up and this evening's discussion, Mr. Abram moved, Mr. Phillips seconded to approve the submitted bid \$1,875,451.00 by Engineered Fluid, Inc. and the CUE be authorized up to an additional 10% for other project-related items, including out-of-scope work with Engineered Fluid, Inc.

Ayes: Abram, Dzwonczyk, Schnabel and Phillips
Nays: None
Motion carried.

Per CUE's meeting write-up and this evening's discussion, Mr. Phillips moved, Mrs. Schnabel seconded to approve the CUE to apply for financing through the Water supply Revolving Loan Account and designate user fees and revenues as the repayment source.

Ayes: Abram, Dzwonczyk, Schnabel and Phillips
Nays: None
Motion carried.

Wage Increase

Per CUE's meeting write-up and this evening's discussion, Mr. Dzwonczyk moved, Mr. Phillips seconded to approve Steve Baytos' hourly wage increase to \$46.20 effective the next pay period.

Ayes: Abram, Dzwonczyk, Schnabel and Phillips
Nays: None
Motion carried.

Aqua Marine

Per CUE's meeting write-up and this evening's discussion, Mrs. Schnabel moved, Mr. Abram seconded to request the Law Director's assistance resolving the matter of outstanding Trunk Sanitary Sewer Fees for the Aqua Marine project.

Ayes: Abram, Dzwonczyk, Schnabel and Phillips
Nays: None
Motion carried

Reports/Updates

The following reports and updates were made by copy of the meeting's write-up and discussed as noted:

Employee Anniversary

Tim Roten is completing his one-year probationary period as a Laborer. Per the recommendation of his supervisor and concurrence of management, Mr. Roten will be promoted to Line Maintenance Man, Step 2 effective April 10, 2018.

Seasonal Help

Per budget, up to 12 employees will be hired to assist with seasonal maintenance at the Avon Lake Regional Water facilities, painting hydrants with the Fire Department, and/or engineering/construction projects.

Energy Demand Management

On behalf of the Board, the CUE has extended the EnerNOC energy demand management agreement for another five years. Since first signing an agreement with EnerNOC in 2012, we have received \$420,800 in Demand Response payments. We estimate in the next five years we will earn an additional \$300,000.

Extension of SIP Agreement

On behalf of the Board, the CUE will execute an amendment to the MWH/Stantec design/construction services contract for the Storage Improvements Project. The amendment only extends the contract period (to June 29, 2018) so that Stantec may prepare the as-built drawings included in the original agreement.

Lead Sampling

Due to the change of corrosion control, Avon Lake Regional Water and its bulk customers need to start the monitoring program over with 60 locations every six months. In order to help with collection of the samples, staff will implement a program similar to other jurisdictions where a small credit will be applied to a customer's bill for willingness to take part in the program and collect a sample when required.

Communications

Since the March 6th Board meeting, the *Morning Journal* had a piece about the Council's vote.

Project Updates

- *Wastewater Plant:* The new influent pumping station and headworks are operational, and staff is working through punchlist items with the contractor.
- *SIP:* Additional cost proposals are being solicited for the tower lighting and project closeout documents are being finalized.
- *Curtis Sewer Rehabilitation:* The project is currently being advertised for bidding, with bid documents scheduled to be opened on March 29, 2018. We intend to request award at the April 2, 2018 meeting. The Ohio EPA loan application should be submitted within a week.

Lateral Updates

Sewer lateral separation and loan program numbers were updated by this meeting's write-up.

CUE Report and Action Items

On March 8, 2018, the CUE, co-presented with the Assistant Chief of Ohio EPA's Office of Financial Assistance regarding our lateral loan program at Ohio's One Water Government Affairs & Regulatory Workshop. Following the presentation, the Ohio Water Environment Association asked if we would prepare an article for their quarterly magazine.

On March 15, 2018, the CUE attended a Town Hall hosted by State Senator Gayle Manning. Following the Town Hall, the CUE spoke with the Senator and offered to serve as a resource for water-related issues.

During the third week of April, the CUE will be part of a team of six from Ohio attending the Water Matters Fly-In in Washington, D.C. to meet with Congressional representation on water-related matters.

Miscellaneous

Mr. Abram distributed billing information from Columbia Gas that allows customers to contribute monetary donations which are then allocated to those financially less fortunate customers in need of bill paying help. He said perhaps our utility could incorporate a version of this program in our billing system.

Public Speakers

None.

Executive Session

Chairman Dzwonczyk moved, Mr. Abram seconded, to meet in Executive Session at 7:02 PM as allowed by ORC 121.22 to discuss legal matters and to include the CUE and CUO.

Ayes: Abram, Dzwonczyk, Schnabel and Phillips per roll-call vote

Nays: None

Motion carried.

The Board reconvened at 8:07 PM.

Adjourn

As there was no further business, Mr. Abram moved, Mrs. Schnabel seconded, that the meeting adjourn at 8:10 PM.

Ayes: Abram, Dzwonczyk, Rush, Schnabel and Phillips

Nays: None

Motion carried.

Approved April 3, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk