

Board of Municipal Utilities
Meeting Minutes
April 6, 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 Mr. Phillips.

Excused: Mrs. Schnabel.

Also present: Acting CUE Munro, Technical Support Specialist Collins, Community Outreach Specialist Arnold, Mayor Zilka, and Councilman Spaetzel.

Approve Minutes

Chairman Dzwonczyk presented the Minutes of the March 16, 2021 regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

Public Speakers

Mayor Zilka informed the Board that there was a fundraiser taking place the weekend of April 10, for the child of an employee of the Public Works Department who was severely burned and would require intensive and costly physical therapy. He added that there would be a raffle to win a vacation rental in Orlando, Florida. He asked that those who can donate please do so because the charity event would be taking place very soon. The event will take place at Eddie's Club, 1433 Lowell St, Elyria, OH on April 10th at 6:00 PM.

Councilman Spaetzel thanked the administration of Avon Lake Regional Water for the insert "Understanding Your Water Bill" in the latest water bills. He said he thought it presented the information very well and was easy to understand. He also said that it was a good example of Avon Lake Regional Water working for the taxpayers and where the money goes and how it is obtained.

Correspondence

Mr. Munro read an email from Board Member Mrs. Schnabel that read, "To my fellow Board Members, although I am unable to attend tonight's meeting, I support to approve the motion to raise the Board's pay from beneath the OPERS minimum for full-service credit."

Expenditures

Following review of expenses dated April 6, 2021, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of April 6, 2021:

Water Fund 701	\$	245,663.75
Wastewater Fund 721	\$	190,214.38
MOR Fund 703	\$	17,168.84
MOR Fund 762	\$	13,865.20
West Ridge Interconnect Fund 702	\$	468.27
LORCO Fund 749	\$	19,058.42

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

Nays: None

Motion carried.

Avon Lake Regional Water Regulations

The Acting CUE presented to the Board the regulations that staff had presented at the previous Board meeting. He said that the Board passed several updates to our current regulations at the previous meeting, and since passage of those updates, staff has completed the comprehensive review of the regulations and incorporated Board member comments. Mr. Munro said that staff is recommending to the Board that the final proposed changes to the regulations are approved at tonight's meeting, and the adoption of these regulations is critical to the effective management of the utility. The Chairman stated that each Board member has thoroughly gone through the regulations and provided their input, and he thanked the members for their efforts. The Chairman moved, and Mr. Abram seconded, to adopt the Avon Lake Regional Water Regulations dated April 6, 2021 as presented.

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

Nays: None

Motion carried.

Board Salaries

The Acting CUE stated in July of 2019 the Ohio Public Employees Retirement System (OPERS) approved an update to the minimum annual salary amount that a participant must make to earn full-service credit in the plan. He said that this 10-year schedule was effective January 1, 2020 and has a modest increase each year of 1.75%. Mr. Munro said that the current Board salaries are less than the OPERS minimum annual salary and Board members are not receiving full-service credit in the plan as other elected officials in Avon Lake do. He added that if the Board does approve the recommended motion, he will forward the motion to the HR Committee. There is a timeline on the motion of June 1, 2021 to be effective by January 1, 2022.

Mr. Munro stated that he has spoken with Mr. Zuber, the head of the HR Committee, along with a few other Council members and it appears that there is support for the motion. He said the next step will be to have the motion in front of the HR Committee by April 12, 2021. The Chairman asked when the last raise was for the Board of Municipal Utilities. Mr. Munro said the last raise was in 2015. The Chairman said he appreciated the support from the Mayor and Council for the much needed item. Mr. Abram moved, and Mr. Rush seconded, that the annual compensation for each member of the Board of Municipal Utilities be no less than the OPERS

fulltime annual minimum with an additional One Thousand Dollars (\$1,000.00) per annum paid to the Board Chairman.

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

Nays: None

Motion carried.

Project Updates

Orthophosphate Point of Application: The Acting CUE said that staff is currently working on making the necessary taps to the central high-service station where orthophosphate will be injected. He said staff is also working on installation of the conduit and feed line from the orthophosphate pumps to the central high-service station, and once this work is completed the redesigned point of application will be functional.

SCADA Upgrade: The Acting CUE said the servers have been delivered to the Water Filtration Plant and installation of the new hardware is underway. Once all hardware is installed the new system will run in parallel with the current system so that SOS Integration can test the functionality of the new system. The Chairman asked how you run two systems in parallel with the other one. Mr. Munro said that the integrators act as a primary and a slave arrangement that allows the secondary to mimic the master control operations to test the functionality to make sure the software is running the way it is supposed to.

WFP & ETL Design Services: The Acting CUE said that on March 30th staff met with HDR for a pipe materials workshop to narrow down materials for the design of the ETL suction line and ETL1 discharge line from Moore Rd to Krebs Rd. He added that HDR is proceeding with design options based on the decisions and discussions that took place at this workshop. Mr. Munro said that staff has narrowed the piping down to two different materials based on comments from the Chairman and PVC materials. He said the cost of PVC is very volatile and the cost of resin has been driving the price of that material. He said the frontrunner would be pre-stressed concrete cylinder pipe (PCCP) because staff has experience with that material from the ETL2, which has served the utility well.

Mr. Munro stated that staff is looking at fiber glass material as well. He said that when staff meets with HDR they will discuss materials and the work involved for the ETLs. He said Mr. Gaydar is looking to see if fiber glass is an AWWA standard approved pipe. The Chairman said he was curious about the relative roughness of the PCCP versus the PVC versus the fiber glass pipe. He said that it would require more power to pump water through a rougher pipe as opposed to a smoother, more hydraulically efficient pipe. Mr. Munro concurred and he said another factor in consideration of the pipe is the installation costs. He said with PCCP staff is provided the design by the pipe manufacturer and the lane schedule of the pipe. Every fitting and bend is specific to Avon Lake Regional Water's installation, and every future repair to a section of pipe needs to be the exact dimensions of the original design. He said PCCP is a little more involved than PVC pipe, and staff will follow the engineer estimates to see if it is more worthwhile to choose one type of pipe over another.

The Chairman said he hopes Mr. Gaydar will take into account the power consumption requirements since the pipe travels quite a long distance. He continued by saying a rougher pipe of longer distance will take more power. The Acting CUE said on the suction line side of the project the pipe was about 9,000 linear feet, and the ETL1 section from Moore Rd to Krebs is about 14,000 linear feet. Mr. Abram asked when the Acting CUE would have a pipe

recommendation for the Board. Mr. Munro said the time frame for the ETL suction line is about 6 months, and HDR began working about 1 month ago. He said staff is hoping to have a cost estimate and design in about 4 to 5 months.

WRF Flow Diversion Structure: The Acting CUE the flow diversion structure is fully operational and Mosser Construction is de-mobilizing from the site. He said there were a few restoration items of concrete and asphalt included in the contract and staff has directed Mosser to non-perform those items resulting in a credit of over \$14,000 to ALRW. He added that staff will perform this site area concrete work as weather permits. The Chairman asked when to expect peak wastewater flow at which time the benefits will be realized for this project. Mr. Munro said it will be weather dependent, and staff has already utilized the structure and it performed as expected. He said staff was able to handle the flow at the treatment plant, despite there being a great deal of water, and there were no issues.

Mr. Munro said that staff has all of year 2021 to study the effects of sewer separation and lateral separations for the Long-Term Control Plan. He said once that data is collected staff will begin formulating a plan if there is any work that needs to be done. He added that one item that was discovered during the project of tying in the flow structure was that there was a section of the plant effluent outfall that was leaking. Staff is looking for quotes to fix the effluent outfall, and this new structure makes this very easy because staff can divert all of the flow to the new diversion structure while work is being completed on the outfall. The Chairman made the analogy of the project to a low-restriction exhaust system on an engine by cutting down the back pressure you're able to put more through the engine, which would be the wastewater plant. He said staff has used the 108-inch storm sewer for clean water that has passed through the plant, and staff did not need to increase or replace the existing outfall pipe.

Acting CUE Reports & Action Items

Mr. Collins informed the Board that there were two updates to the Action Items. The first being that the Community Outreach Specialist has updated the employee guide and created a consent form for employees to have their likeness displayed on the ALRW website and amongst other materials that are passed out to residents. He said the second update is staff has received the final proposals from a number of vendors regarding the new Enterprise Resource Planning program which would include the new dashboards for the Board.

Member Reports

None.

Miscellaneous

Mr. Munro said that staff received a number of phone calls from customers regarding an error from ALRW's vendor, Smartbill. He said the latest message on customers' bills was from last quarter, September, October, and November. The latest bill was for December, January, and February. He said Smartbill's updated system defaults to the old message unless ALRW specifies what they would like in the new message. The Chairman said staff should put a note in the next bill explaining that. Mr. Munro said that Mrs. Arnold will be sending out a clarifying message on social media and other platforms.

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, Phillips, and Rush.

Nays: None

Motion carried.

The Board resumed the regular meeting at 7:26 PM.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 7:26 PM.

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

Nays: None

Motion carried.

Approved _____ 2021.

John Dzwonczyk, Chairman

Rob Munro, Clerk