

Board of Municipal Utilities  
**Meeting Minutes**  
**April 16, 2019**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:32 PM following the work session.

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

Also present: CUE Danielson, CUO Munro, and Community Outreach Specialist Arnold.

***Approve Minutes***

Chairman Dzwonczyk presented the minutes of the April 2, 2019, work session and regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

***Public Speakers***

No Public Speakers

***Correspondence***

No Correspondence

***Expenditures***

Following review and a brief discussion of expenses dated April 16, 2019, for funds and amounts as follows. Mr. Abram moved, Mr. Rush seconded to approve the expenditures of April 16, 2019:

Water Fund 701	\$	297,441.40
Wastewater Fund 721	\$	228,325.16
MOR Fund 703	\$	211.77
MOR Fund 762	\$	244,356.02
LORCO Fund 749	\$	15,417.32
Lateral Loan Fund 765	\$	36,000.00
Water Construction Fund 704	\$	142,039.04

Ayes: Abram, Dzwonczyk, Rush, Schnabel, and Phillips.

Nays: None

Motion carried.

***Award of Bid for Valve Maintenance Trailer***

The CUO presented to the Board the plan that Avon Lake Regional Water has regarding the approximately 924 valves in its transmission and distribution systems, which includes more than 100 critical valves. The CUO explained that, per the new asset management regulations, critical valves should be exercised annually and other valves should be exercised on a four to five year

cycle. This means that staff should be exercising approximately 330 valves per year. The CUO explained to the Board that in order to best maintain these valves to ensure operability, reduce chances for breakage, identify pending issues, and reduce chances for workplace health and safety issues, staff proposes purchasing valve exercising equipment.

The CUO informed the Board that staff issued a request for bids and received a bid from Bain Enterprises on March 4, 2019, for \$92,700.00. The CUO then clarified that the bid included several items that staff determined it does not need and received a certified letter from the bidder regarding the deduct values for deleting the items after the award. With those deductions to the original bid price, the new price aligns with what staff budgeted. The CUO recommended award of the bid to Bain Enterprises for the full bid price with the knowledge that staff will delete the GPS upgrade, hydraulic hammer, magnetic lifter, and valve nut removal tool from the bid to arrive at a final price of \$73,054.00.

The CUO also said that award of the bid was being delayed by about one month because staff learned that Ohio EPA had been considering offering \$10,000 in grant funding to help utilities purchase this type of equipment. Ohio EPA indeed intends to offer this grant funding and has indicated that they will now provide it retroactively to utilities purchasing this equipment after March 2019.

Mr. Rush expressed his interest in offering valve turning as a service to bulk customers as a way to help defray some of the expenses.

After discussion about what would be the proper procedure, the Chairman moved and Mr. Phillips seconded to approve an expenditure for a valve maintenance trailer not to exceed \$75,000.00.

Ayes: Abram, Dzwonczyk, Rush, Schnabel, and Phillips.

Nays: None

Motion carried.

***Lateral Separation Path Forward***

The CUO informed the Board that staff has increased focus on confirming customers have complied with the requirements laid out following the lateral inspections, the number of non-compliant homes has significantly decreased. The CUO stated that due to the uptick in confirmed compliances, staff has revised the estimated 4/30/19 non-compliant Group A properties down from 81 to 60. He also informed the Board that Avon Lake Regional Water and the City of Avon Lake will initiate court proceedings for non-compliant properties on May 1, 2019.

<b>Group</b>	<b>March 15, 2019 Need to do work to comply</b>	<b>March 29, 2019 Need to do work to comply</b>	<b>April 11, 2019 Need to do work to comply</b>	<b>Under Contract</b>	<b>Deadline</b>
A	101	93	71	32	April 30, 2019
B & C	195	183	158	36	June 30, 2019

The CUO stated that, in the last two weeks, staff has had personnel going to houses every day to try to: confirm whether simple fixes have been completed; continue speaking with contractors

about pushing for completions prior to April 30<sup>th</sup>; move yard signs to different streets that have homes that need to separate; continue the ALC-TV advertisement and mention the separation deadlines on the Board Recap; and knock on doors during non-business hours in order to speak with people. He also informed the Board that staff has worked with the City Prosecutor to draft the legal complaints for residents not separated by April 30<sup>th</sup>.

The CUO explained that, leading up to the deadline, staff will continue the weekend door-knocking campaign, continue working with homeowners and contractors to aid with assuring separations are completed and inspected, and continue moving the street signs. The CUO went on to say that after reducing the non-compliant numbers to as low as they can, staff will finalize the initial legal complaints so that they may be submitted on May 1, 2019. The Chairman stated that he was pleased with the efforts from staff, and he asked that they continue to apply pressure to ensure completion.

### ***Upcoming Projects***

The CUE presented to the Board the plan for the May 7<sup>th</sup> work session to present the information about projects that the managers of Avon Lake Regional Water would like to complete in 2019 and 2020. He explained that the managers will be at the work session to update the Board on what has been going on in their department.

The CUE also informed the Board that on April 10<sup>th</sup>, staff began advertising for the project that will separate the sewers on Avondale and finish an important component of the Moorewood sewer separation. Bids are currently scheduled to be opened May 1<sup>st</sup>, with staff intending to request award at the May 7<sup>th</sup> meeting. With the anticipated approval of the NPDES permit revision to allow the flow diversion structure, staff is working with CDM Smith on scope and budget for the design for the project and intends to request an addendum to the CDM Smith contract at the May 7<sup>th</sup> meeting to incorporate that design into their contract.

### ***Earth Day***

The CUE informed the Board that the Richard E. Jacobs Center of the Cleveland Clinic will be hosting an Earth Day event on Thursday, April 25<sup>th</sup>. He explained that Avon Lake Regional Water has been asked to have a table and will speak about drinking water and its relation to helping to protect the Earth.

### ***Project Updates***

45 Project: The CUO told the Board that the roadway restoration preparation will begin on Gedeohn on April 11<sup>th</sup>. He said that with the opening of the asphalt plants, paving on Lakewood and Gedeohn is planned to begin the week of April 22<sup>nd</sup>.

Elyria Interconnection Project: The CUO stated that the contractor is working to complete final punch list items so that a dedication ceremony may be scheduled, possibly for early May.

### ***Member Reports***

Mr. Rush informed the Board that the HR committee has approved the Technical Support Specialist position's salary.

The Chairman informed the Board that he has finalized and completed his lateral separation. He stated that his lateral separation was complex, but that the contractor who worked on it quickly fixed the problem and separated his lateral pipes.

The Chairman also stated he met with Mr. Armbruster, the Service Director of North Ridgeville, regarding valve exercising and other issues that they may be interested in.

### ***Miscellaneous***

Mr. Abram stated that he attended a Transportation seminar on April 5 and spoke with North Ridgeville Mayor Dave Gillick who mentioned that his city will be interested in purchasing additional water from Avon Lake when their contract with Elyria expires.

### ***Executive Session***

The CUE stated that with the approach of the April 30th deadline to remove clean water sources from laterals, he wished to speak with the Board in executive session to discuss pending legal matters. Also, there is a request to discuss issues regarding compensation of a public employee or official.

Mr. Rush moved, and Mr. Abram seconded, to meet in executive session as allowed by ORC 121.22 G (1) and (3) to discuss compensation and pending legal matters and to include the CUE, CUO, and Community Outreach Specialist.

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

Nays: None

Motion carried.

The Chairman resumed the meeting following conclusion of the Executive Session.

Mr. Rush moved, and Mr. Abram seconded, to forward a request to the HR Committee of the City Council to consider raising the Board of Municipal Utilities pay to the PERS minimum for full time service credit.

Ayes: Abram, Dzwonczyk, Rush, Schnabel, and Phillips.

Nays: None

Motion carried.

### ***Adjourn***

As there was no further business, Mrs. Schnabel moved, Mr. Abram seconded, that the meeting adjourn at 8:24 PM.

Ayes: Abram, Dzwonczyk, Rush, and Schnabel

Nays: None

Motion carried.

Approved \_\_\_\_\_ 2019.

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk