

Board of Municipal Utilities
Regular Meeting Minutes
April 18, 2017
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:55 PM.

Present: Mr. Dzwonczyk, Mr. Phillips, and Mr. Rickey.

Also present: WPCO Manager Baytos, and Mayor Zilka.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the April 4, 2017, Work Session and the April 4, 2017, Regular Meeting and with no changes, additions or corrections noted, ordered the minutes to stand and be distributed as presented.

Public Speakers – None.

Correspondence – None.

Expenditures

Following review of expenses dated April 18, 2017, for funds and amounts as follows, Mr. Rickey moved, Mr. Phillips seconded, that all be approved and paid per budget:

Water Fund 701	\$	201,616.19
Wastewater Fund 721	\$	147,582.66
MOR Fund 703 ETL1	\$	179,662.62
MOR Fund 762 ETL2	\$	260,997.24
LORCO Fund 749	\$	18,995.13
Lateral Loan 765	\$	6,400.00

Ayes: Dzwonczyk, Phillips, Rickey

Nays: None

Motion carried.

Reports/Updates

Customer Service Clerk: Five applicants have been interviewed from the list supplied by the Civil Service Commission for the open Customer Service Clerk position. The three-person interview team selected Nicole Huerner. Ms. Huerner will begin in her new role on May 1, 2017. By inclusion as an information item, the Board will recognize the appointment of Ms. Huerner to Customer Service Clerk Step 1C effective May 1, 2017.

Project Updates:

Water plant: The project is moving into the closeout phase with regrading, pavement, and landscaping either on-going or upcoming.

Water Tower: The majority of the defective welds have been redone, and testing shows they meet criteria. Overall schedule has slipped by a few days and may, hopefully, be made up.

WPCC: Operations personnel will be moving out of the trailer and into the WPCC administration building during the remainder of this week. Other parts of the project remain on schedule.

Lateral Updates: With the abrupt departure of our temporary employee, no additional Resolution of Necessity letters have been sent during the past two weeks, and the spreadsheet has not been updated.

The lateral separation program is still progressing. As of April 13, 2017, letters have been sent to 2,932 residents indicating that they may have clean water entering their sanitary lateral and requesting Avon Lake Regional Water be contacted to determine whether this may be the case. To date, 2,077 (71%) have responded (up 32 since 3/30/17). Of the 2,077, 1,443 either have separated laterals or already had separated laterals and 634 either have problems or are believed to have problems. By extrapolation, approximately 1,200 (634 + ~67% of homes not inspected) may need to separate laterals.

CUE Action Items:

Below are responses to questions asked by the Board:

Are as-built plans provided following plant construction projects: As-built plans are generally provided after construction projects and are included in the current Storage Improvements Project.

Outreach Specialist to Board meetings: The CUE will have the next Community Outreach Specialist attend Board meetings at regular intervals.

Phone service: Staff continues to investigate the most resilient, cost-effective solution.

Storm drainage in the 45s: Public Works interacted with HDR to look at several storm intensity scenarios and opted to design the storm sewer for the "10-year" storm.

Citywide stormwater management: A small-group meeting is being scheduled tentatively for the first week of May. The outcome of this meeting would establish the path forward for discussions regarding citywide stormwater management.

Personnel Development and Quality Management: Staff is currently working with Corporate College to develop an appropriate professional development program for our staff and will meet with an independent consultant on May 30, 2017, (Members Rush and Schnabel will take part) to review various quality management programs to determine the best approach for our organization.

Chairman/Committee/Members Reports

Chairman Dzwonczyk reported Councilmember Fenderbosch is working diligently to coordinate a meeting between Utilities and Public Works.

Mr. Rickey was unable to attend the LORCO meeting due to a conflict.

CUE Report

None.

Miscellaneous

None.

Adjourn

As there was no further business, Mr. Phillips moved, Mr. Rickey seconded, that the meeting adjourn at 7:17 PM.

Ayes: Dzwonczyk, Phillips, Rickey

Nays: None

Motion carried.

Approved May 2, 2017

John G. Dzwonczyk, Chairman

Stephen C. Baytos IV, Acting Clerk