

Board of Municipal Utilities
Meeting Minutes
April 19, 2022
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:30 PM. The meeting was held in-person using web-based video conferencing technology and streamed live over Facebook.

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

Also present: CUE Munro, CUO Yuronich, Mayor Zilka, Councilman Spaetzel, and Attorney Rinker of Mansour-Gavin.

Excused: Mr. Rush and Mrs. Schnabel.

Approve Minutes

Chairman Dzwonczyk presented the Minutes of the April 5, 2022 regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

Public Speakers

None.

Correspondence

None.

Expenditures

Following review of expenses dated April 19, 2022, for funds and amounts as follows, Mr. Abram moved, Mr. Rickey seconded, to approve the expenditures of April 1 through April 8, 2022:

Water Fund 701	\$	165,926.08
Wastewater Fund 721	\$	124,689.01
MOR ETL1 Fund 703	\$	19,111.93
MOR ETL2 Fund 762	\$	29,379.26
LORCO Fund 749	\$	4,766.92
Water Construction Fund 704	\$	29,962.50

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

Nays: None

Motion carried.

Customer Service Clerk

Mr. Munro said as an information item for the Board, staff conducted interviews for the position of Customer Service Clerk based on the newly established Civil Service list. Mr. Munro said after conducting interviews, staff unanimously selected Rachel Brewer to fill the position. Mr. Munro said Ms. Brewer will start on May 9, 2022 as a Customer Service Clerk, Step 3. Mr. Munro said staff welcomes Ms. Brewer to the organization and looks forward to having her on our team.

Mr. Dzwonczyk asked when hiring a Customer Service Clerk at Step 3, it sounds like the person has passed Steps 1 and 2 already, could you explain. Mr. Munro responded based on experience and education, staff has the latitude to hire within the 7-step range for the position that is approved by the Board and Council as part of the Collective Bargaining Agreement. Mr. Munro said based on Ms. Brewer's experience and education, staff felt it was appropriate to start her at Step 3.

Project Updates

ETL Design Services: Mr. Yuronich said staff continues to work with Attorney Schrader on the necessary easements for the proposed alignment of the ETL. Mr. Yuronich said design services are approaching the 100% completion point by HDR. He said once staff receives the 100% design drawings they will be reviewed and comments provided to HDR.

WFP Improvements: Mr. Yuronich said HDR provided staff with the finalized detailed specifications. Mr. Yuronich said staff is currently reviewing and will provide comments back to HDR.

WFP Filter Repairs: Mr. Yuronich said S&S Filter is on site removing any damaged tiles, cleaning the existing underdrains and will be installing the new underdrains so that the media can be installed once it is delivered. He stated the replacement filter media has been ordered and should be arriving by the end of April. Finally, Mr. Yuronich stated that staff is finishing up the repairs on the surface sweeps.

Mr. Dzwonczyk asked if the media being installed will be on time for delivery as it effects our capacity. Mr. Yuronich responded that yes, the media does impact our capacity and that staff is providing constant reminders to the supplier regarding the needed delivery time.

Spieth Road Water Tank Mixers: Mr. Yuronich said Practical Inspections has completed the work in the North Tank and the tank has been disinfected. Mr. Yurnoich said the first bacteria sample was taken for testing, with the second test tomorrow (April 20). Mr. Yuronich said as long as the tests come back normal, the tank will be put back into service and Practical Inspections will begin the process of draining and completing the work on the South Tank.

2022 Water Line Bundle Project: Mr. Yuronich said Underground Utilities, Inc. (UUI) Underground Utilities, Inc. (UUI) completed water line installation at the intersection of Moore Road and Pin Oak Parkway and installation of the Coveland Drive water main. Mr. Yuronich said the last Lake Road detour for this project will occur the week of April 18th. Mr. Yuronich said UUI will be working at the Lake Road intersections of Drummond, Maplecliff, and Gra Gull. He said staff continues to send correspondence to the Mayor and City Council regarding the project's progress.

Mr. Dzwonczyk stated he is a regular user of Lake Road and the contractor has not created too much of an inconvenience to motorists as they are not taking the whole allotted time to block the road. He stated it is working out nicely.

Mr. Rickey asked if the water line that went under Moore Road is part of the Bundle Project or additional. Mr. Munro responded that it was additional work based on the City's widening project of Moore Road. Mr. Munro said the costs for the Moore Road water line will be attributed to the ETL funds because the work is for the ETLs as it is an emergency interconnect for the ETL suction line that is split evenly between ETL 1 and ETL 2. Mr. Rickey asked if the water line will go through the farm field on Moore Road. Mr. Munro said yes, it will and head directly west and tie-in where the new 42" water line will run south. Mr. Rickey asked if we have secured an easement. Mr. Munro said there is an easement for the existing 36" water line that runs in line with CEI's easement for their powerlines. Mr. Rickey asked if there was an easement for the water line that will run west. Mr. Munro said that this water line is part of Attorney Schrader's work. Mr. Rickey asked if the land will be less valuable with a water line running through it. Mr. Munro said no and that the water line will be an improvement to infrastructure and makes it more valuable.

Mr. Rickey asked when the utility might begin replacing the ETL suction line and ETL 1. Mr. Munro responded that the utility just received the 100% design drawings for ETL 1 from Moore Road to Krebs Road. Mr. Munro said there are 97 sheets for staff to review and provide comments back to HDR. Mr. Munro continued to say that staff is expecting the 100% design drawings for the ETL suction line soon for review. Mr. Munro said staff plans to have a meeting with the consortium members to provide them an update on the work. Mr. Munro said this project will be an owner procurement on materials and staff looks to put the materials bids out this summer. Mr. Munro said there would be a separate bid for installation services. Mr. Rickey asked if the project could start as early as this fall. Mr. Munro responded the project could break ground the beginning of the fourth quarter. Mr. Rickey asked if the ETL suction line or ETL 1 would be first for construction. Mr. Munro responded the projects could run in parallel because these lines are not replacements, but redundancy. Mr. Munro said the utility does have to have the emergency interconnect and some valve work done at the station so that way when we start construction, there will be an emergency interconnection if there are any issues.

Mr. Rickey asked besides the improvements to the filters at WFP, what is the time table on additional improvements at the plant and are we preparing budgeting for the project. Mr. Munro responded yes, staff received the 100% design drawings for the improvements to WFP and is in the review process. Mr. Munro said the bid specification was provided to staff and Engineering Services is reviewing this information. Mr. Munro said the utility intends to have this project out to bid by the end of the year. Mr. Munro said from a funding stand point, he nominated the project for the Revolving Loan Fund with Ohio EPA for a 0% interest loan. Mr. Munro said for the ETL project, he applied for congressionally directed funding (50% contribution from the federal government) through Sen. Sherrod Brown's office for the project, which would be about \$17.5 million. Mr. Munro said he will be providing the Board with a proposal from HDR for construction management services at the WFP.

Mr. Dzwonczyk stated that the utility has a water main replacement on Walker Road this year and the City is planning to pave Walker Road this year. He asked if the utility will be coordinating this work similar to the work that occurred on Lake Road as to minimize the amount of inconvenience for motorists. Mr. Munro responded yes; the utility is coordinating the water line work. He said the water line work on Walker Road is in the area of Discount Drug Mart heading west to the railroad tracks by Avient. Mr. Munro said it is his understanding that the City's paving on Walker Road will be from Ambleside Drive heading east to SR 83. Mr.

Munro said he spoke with Mr. Reitz regarding the Walker Road section between Ambleside Drive west to Discount Drug Mart and our contractor does have a bid price for paving (mill and fill) under the Bundle Project. Mr. Munro said Mr. Reitz is considering that section of Walker Road. Mr. Munro said the work at the intersection of Moore Road and Walker Road will be done during the night as to minimize impact to residents. Mr. Dzwonczyk stated that hopefully the Mayor and Council may coordinate work as to not pave Walker Road twice.

CUE Report

Mr. Munro informed the Board and customers that concrete resurfacing will begin at the Administration Building within the next couple of weeks. Mr. Munro said the resurfacing will be in phases with the first phase being half of the entrance driveway and the customer parking lot, with the drive-thru still being open for customers. Mr. Munro said staff will be using the awarded bid for concrete materials for this project. Mr. Dzwonczyk asked if staff will treat the concrete to prevent salt intrusion. Mr. Munro responded yes, the utility purchased concrete sealer and an industrial sprayer for the concrete sealer. Mr. Munro responded that staff has used the concrete sealer and sprayer at the Water Reclamation Facility (WRF).

Mr. Munro informed the Board that he has been working with the Finance Director, Mr. Presley, on the lease agreements for the Combination Vacuum Truck and the Camera Inspection Truck. Mr. Munro said there are some attractive municipal lease terms that would be a 7-year municipal lease at a very low interest rate versus \$1 million out of pocket. Mr. Munro said he is working on finalizing the lease agreements.

Mr. Dzwonczyk asked what is the status of the Division Road Water Tower decommissioning. Mr. Munro responded he met with Mr. Yuronich and Mr. Gaydar to discuss the demolition plan for the water tower. Mr. Munro said Mr. Gaydar is working on the bid specifications for the demolition and the engineer's estimate. Mr. Munro said the utility will be coordinating with the cell phone companies that have equipment on the water tower regarding the project. Mr. Munro said the water tower must come down as last year staff disconnected the water tower from our system. Mr. Dzwonczyk asked if this demolition will occur this year. Mr. Munro responded yes. Mr. Abram asked how long it will take to demo the water tower. Mr. Munro responded that it will be an interesting project because there are residents and businesses close to the water tower so it will not be able to be dropped, but dismantled. Mr. Munro said he does not have an answer on the amount of time.

Miscellaneous & Member Reports

Mr. Rickey informed the Board that he attended the Rural Lorain County Water Authority's Board of Trustees meeting last Wednesday (April 13) to introduce himself to the trustees. He said he thanked the utility for being our largest bulk customer. Mr. Rickey said he was able to meet Mr. Joe Waldecker and said the utility spoke very highly of our team. Mr. Rickey said he hopes to attend their meetings on a regular basis.

Mr. Dzwonczyk informed the Board that he signed the letter that Mr. Munro provided to him regarding the petition to Sen. Sherrod Brown for the congressionally directed money.

Public Speakers

Councilman Spaetzel said he wanted to thank staff for the excellent job they are doing on the project not only with the speed and efficiency of the work, but the communication that has gone on and it has been very detailed and comprehensive.

Executive Session

Mr. Dzwonczyk moved, and Mr. Abram seconded, to meet in executive session as allowed by ORC §121.22 G (2) and ORC §121.22 G (3) to discuss the purchase and/or sale of property and pending legal matters and to include the CUE, the CUO, and representatives from Mansour-Gavin.

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

Nays: None

Motion carried.

The Board reconvened at 7:52 PM.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Dzwonczyk seconded. The meeting adjourned at 7:52 PM.

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

Nays: None

Motion carried.

Approved _____ 2022.

John Dzwonczyk, Chairman

Robert Munro, Clerk