

Board of Municipal Utilities
Meeting Minutes
May 15, 2018
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 7:10 PM.

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

Also present: CUE Danielson, CUO Munro, Outreach Specialist Arnold, Councilmember Fenderbosch and Mayor Zilka

Excused: Mr. Phillips

Approve Minutes

Chairman Dzwonczyk presented the minutes of the May 1, 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

The CUE received a letter addressed to the Board from a customer with questions regarding the \$1,000 lateral separation loan credit. The CUE will respond to the letter on the Board's behalf.

Expenditures

Following review of expenses dated May 15, 2018, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$ 368,494.23
Wastewater Fund 721	\$ 213,468.87
MOR Fund 703	\$ 176,469.56
MOR Fund 762	\$ 321,079.92
LORCO Fund 749	\$ 17,996.74
Lateral Loan Fund 765	\$ 3,500.00
Water Construction Fund 724	\$ 111,522.00

Ayes: Abram, Dzwonczyk, Schnabel and Rush

Nays: None

Motion carried.

October 2018 Board Meeting

Per the CUE's meeting write-up and this evening's discussion, Mr. Rush moved, Mr. Abram seconded to reschedule the October 2 to October 9, 2018 at 6:30 PM.

Ayes: Abram, Dzwonczyk, Schnabel and Rush

Nays: None

Motion carried.

Project Updates

Curtis Area Sanitary Sewer Rehabilitation Project: Letters went out to Curtis Drive residents on Monday, May 14, to inform them of the project start, project work, and estimated completion. Staff is working through the contracting process now. The Contractor may begin as early as Monday, May 21 or 28, depending upon crew availability.

Elyria Interconnect: Staff is working through the contracting process. Once complete, a Notice to Proceed can be issued.

Wastewater Plant: The old headworks' sewers have been permanently closed. The last of the concrete drive was poured Friday. Screw press start-up continues next week. Primary #3 is still under construction and will be complete this week. Sidewalks and fences are being installed on site.

Lateral Updates

The lateral separation program continues to progress. As of May 10, 2018, letters have been sent to 3,043 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, 2,865 (94%) have responded (up 8 since 4/27/18, an average of 4/wk). Of the 2,865, 2,311 either have come into compliance or were already in compliances (>8 confirmed each week) and 554 either have problems or are believed to have problems. By extrapolation, approximately 675 (554 + ~67% of homes not inspected) may need to do some work to come into compliance.

As of May 10, 2018, 68 of the homeowners with the 11/30/18 deadline have yet to respond and have their free inspection (down 6, ~3/wk). It is anticipated, approximately 275 need to do some work to comply by 11/30/18 (~9/wk).

The total executed Lateral Loan Program agreements are now at 283 (up 2 since April 27, 2018), with \$985,798 committed and \$575,040 paid to contractors so far. The average loan request is for approximately \$3,425.

In the last two months, five different contractors have been paid through the lateral loan program. Though there are other contractors in the program, they have not done much work lately. In speaking with Customer Service staff, two additional contractors have been approved to perform lateral separations and be paid through the loan program.

Because progress regarding inspections slowed, Avon Lake Regional Water placed door hangers recently and is preparing to knock on the doors of those whom have not responded to inspection requests.

Several members of Council have offered to assist Staff with door knocking to assist in reaching those whom have not responded. We are looking at a variety of methods to reach homeowners to reach a positive response.

Mr. Rush and Mrs. Fenderbosch attended the Sewer Committee meeting and provided information regarding the letter that will be sent out that explains the steps that need to be taken per ORC. The letter is in process of being written and will need to be approved by the Law Director.

CUE/CUO Report and Action Items

Below are answers to questions asked by members:

Lake Road depression – UUI is having Erie Paving re-level the depression on May 15.

Sewer backup at customer's house – Staff is working with UUI regarding the reimbursement, which will be reconciled with the next invoice.

Department of Energy Conference – This conference will be held in Cleveland August 21 – 23. CUE has reached out to offer a tour. They may be interested and will get back to us.

Banking fees - CUE talked with the Finance Director who will be reviewing all of the City's banking needs and will get pricing from all of the banks located in Avon Lake.

Continuous Improvement – Staff met in groups this week and created several process maps, and the leadership team continued with its "Leading Change" training. The CUE and CUO will have more information on our efforts at the next meeting.

Chairman/Committee/Member Reports

Mr. Abram presented a report on LORCO after meeting with the Director. Developer Ron Palmer is in the process of planning to construct 150 additional houses at his Mallard's Edge Subdivision in Eaton Township.

LORCO is working with the City of Elyria on a proposed FPA (Facilities Planning Area) transfer from Elyria to LORCO in Carlisle Township. After the proposed transfer is finalized, it will be sent to NOACA for final approval.

Mr. Rush informed the Members that the HR committee will not consider a pay raise for the Board in 2019 and that Fire Chief Huerner will retire in early 2019.

Mr. Rush and other members are invited to a Safety Committee meeting on May 23. Mrs. Fenderbosch reviewed the agenda.

Miscellaneous

Mrs. Schnabel reminded the Board that next week is Bike to School week. We should remind contractors and our employees to watch for the children.

Chairman Dzwonczyk asked about the collection from Kopf on tap fees. The CUE reported that a meeting is scheduled to discuss this issue. The Law Director has been asked to give a report on this issue at the next Board meeting.

Executive Session

Mr. Rush moved, Mr. Abram seconded, to meet in Executive Session as authorized by ORC 121.22 to discuss legal matters and to include the CUE, CUO and Community Outreach Specialist.

Ayes (per roll call): Abram, Dzwonczyk, Rush, Schnabel

Nays: None

Motion carried.

The Board reconvened at 8:46 PM.

Adjourn

As there was no further business, Mr. Abram moved, Mr. Rush seconded, that the meeting adjourn at 8:46 PM.

Ayes: Abram, Dzwonczyk, Rush, and Schnabel

Nays: None

Motion carried.

Approved June 05, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk