

Avon Lake Board of Municipal Utilities

AGENDA

For

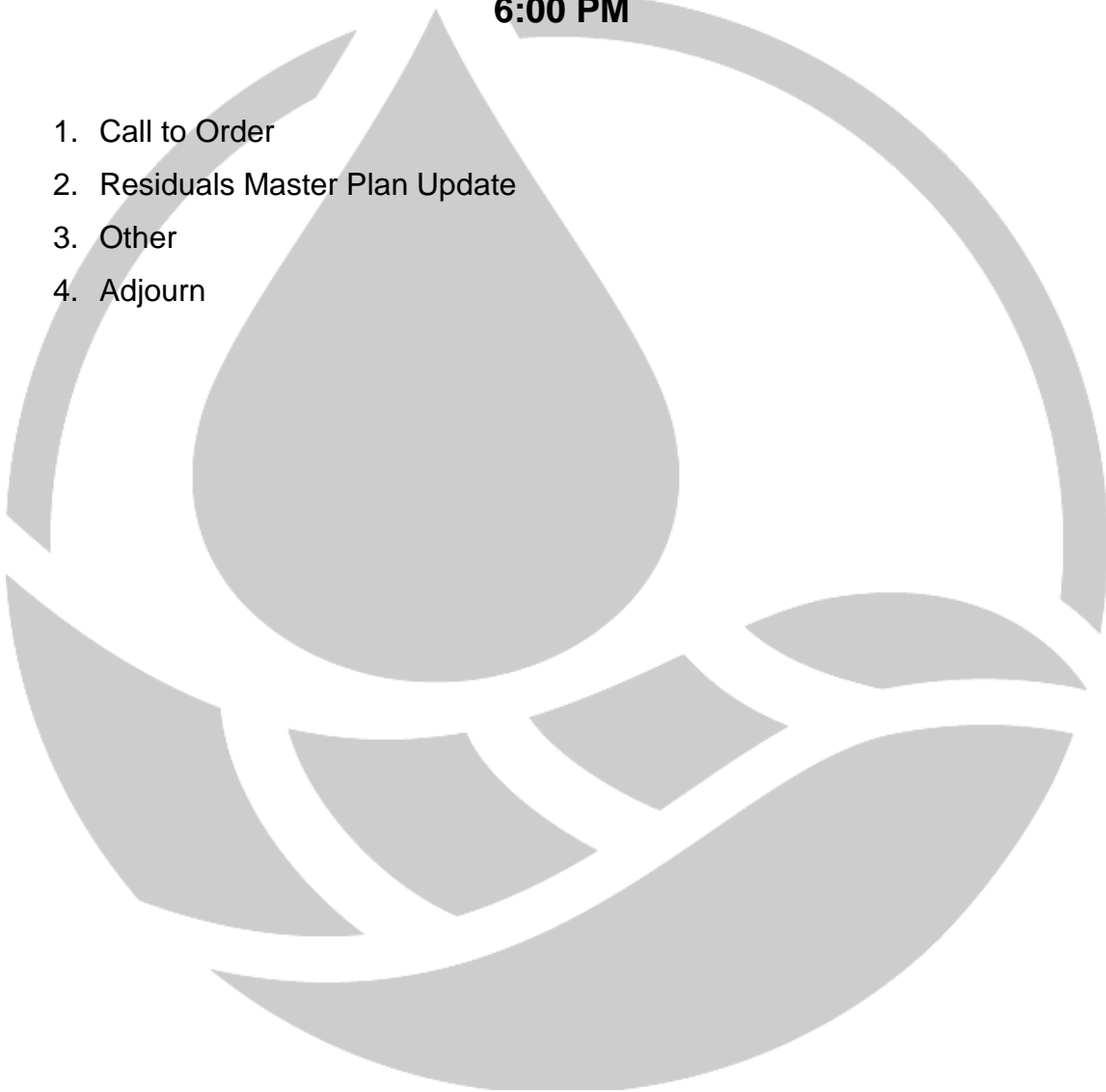
WORK SESSION

Tuesday

May 19, 2020

6:00 PM

1. Call to Order
2. Residuals Master Plan Update
3. Other
4. Adjourn



Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**
From: **Todd Danielson & Rob Munro**
Subject: **Agenda Items – May 19, 2020**
Date: **May 15, 2020**

Item 1: **Call to Order**

Item 2: **Residuals Master Plan Update – RKM**

Hazen and Sawyer will present to the Board their updates to the Residuals Master Plan.

Item 3: **Other**

Item 4: **Adjourn**

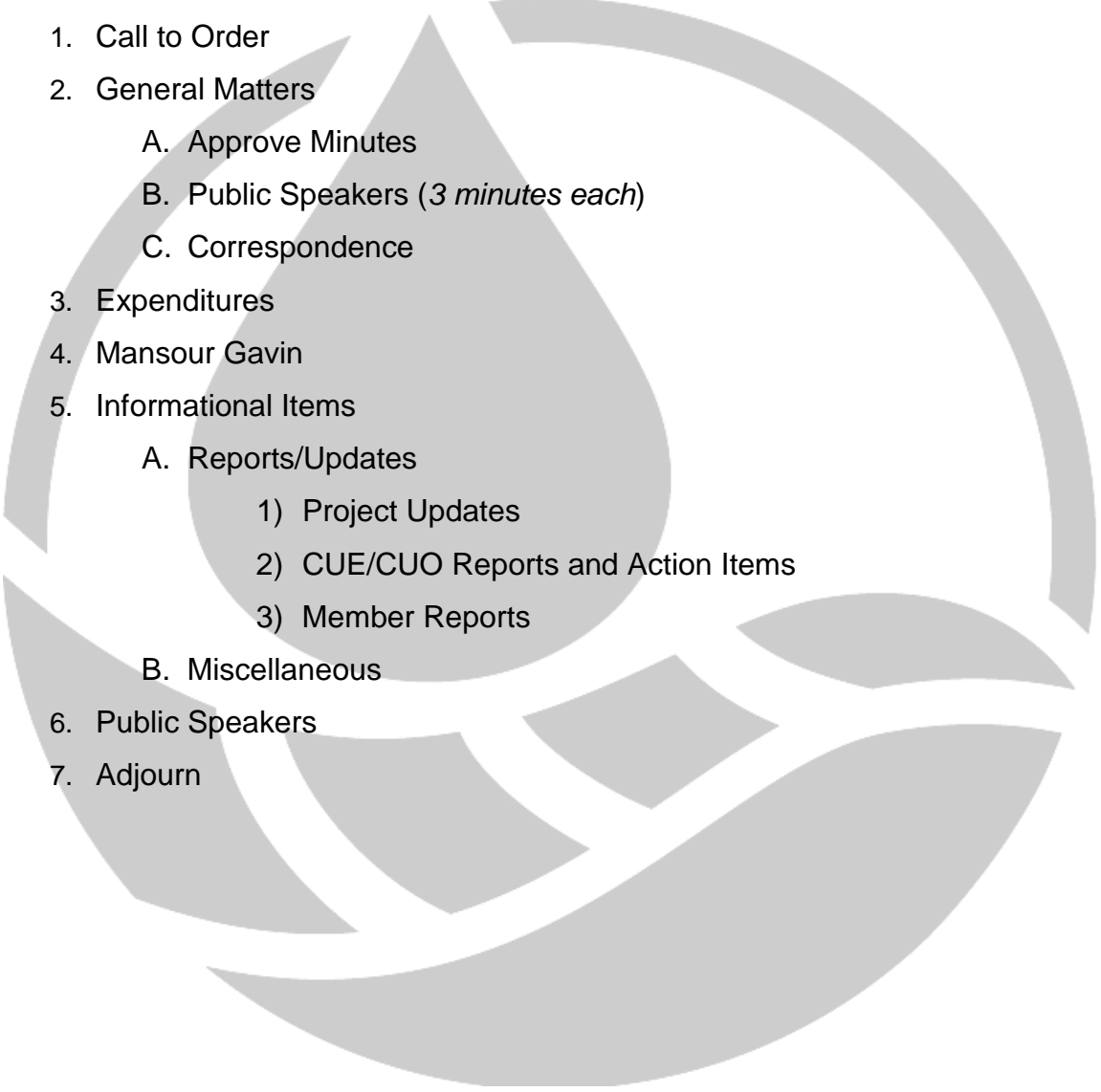
AGENDA

For

Tuesday

May 19, 2020

Immediately Following the Work Session

- 
1. Call to Order
 2. General Matters
 - A. Approve Minutes
 - B. Public Speakers (*3 minutes each*)
 - C. Correspondence
 3. Expenditures
 4. Mansour Gavin
 5. Informational Items
 - A. Reports/Updates
 - 1) Project Updates
 - 2) CUE/CUO Reports and Action Items
 - 3) Member Reports
 - B. Miscellaneous
 6. Public Speakers
 7. Adjourn

Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**
From: **Todd Danielson & Rob Munro**
Subject: **Agenda Items – May 19, 2020**
Date: **May 15, 2020**

Item 1: **Call to Order**

Item 2A: **Approve Minutes**

Item 2B: **Public Speakers**

For this Zoom meeting broadcast on Facebook Live, Technical Support Specialist Collins will be monitoring public comments submitted through email and Facebook and will inform the Board during the Public Comment period regarding any submitted.

Item 2C: **Correspondence**

Item 3: **Expenditures**

Item 4: **Mansour Gavin – RKM**

The CUE requests authorization by the Board to amend the budget for the counsel of Mansour Gavin, as per the attached letter agreement, pertaining to the outstanding fees as owed related to the Aquamarine Development.

Recommended Motion:

I move to authorize the CUE to amend the September 12, 2019, engagement letter with Mansour Gavin for up to, but not exceeding, \$41,000 for legal consultation and counseling.

Item 5A1: **Project Updates – RKM**

2019 Water Main Replacement Bundle: On Jaycox, all driveway aprons have been restored and tree lawn restoration is underway. The Jaycox roadway restoration is tentatively scheduled to begin the first week of June.

Redundancy & Future Capacity Project: HDR is tentatively scheduled to present a project update to the Board at the June 16th Work Session.

Residuals Master Plan: Hazen presented a project update to the Board during the Work Session.

Item 5A2: **CUE/CUO Report and Action Items – TAD/RKM**

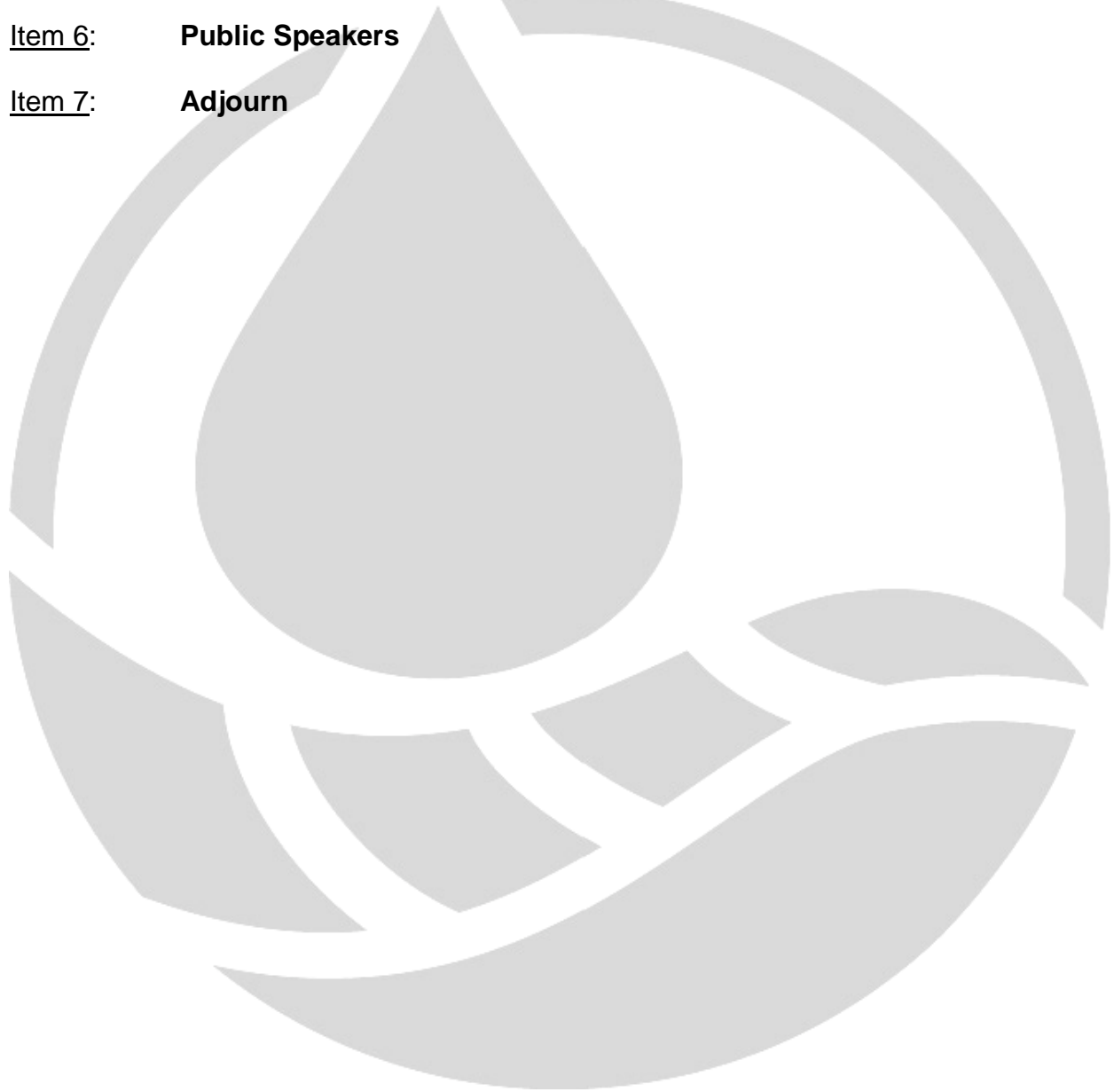
Action Items are as presented with the write-up.

Item 5A3: **Member Reports**

Item 5B: **Miscellaneous**

Item 6: **Public Speakers**

Item 7: **Adjourn**



Board of Municipal Utilities
Meeting Minutes
May 5, 2020
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. Phillips, and Mrs. Schnabel. Mr. Rush arrived partway through.

Also present: CUE Danielson, CUO Munro, Technical Support Specialist Collins, Community Outreach Specialist Arnold, Mayor Greg Zilka, and Attorney Bruce Rinker.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the April 21, 2020, 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

None

Correspondence

The CUO informed the Board that Avon Lake Regional Water has been dealing with a customer who has been persistently calling and emailing staff and Board members. The customer has expressed dissatisfaction with his tree lawn on Electric Blvd. The CUO stated that he has had the contractor out to the site three times to restore what the customer believes is wrong.

He said that due to the calls directed toward Board members and staff that had become harassing, he has filed a police report. He said he spoke with the Law Director, Gary Ebert, and the director said he would issue a cease and desist letter to the resident the following day. Mayor Zilka expressed his experience with the resident, and he said the resident was very rude. He also said he was relieved that the CUO filed the report, and that it brings great comfort that the problem is being handled.

Expenditures

Following review of expenses dated May 5, 2020, for funds and amounts as follows, Mr. Abram moved, Mrs. Schnabel seconded, to approve the expenditures of May 5, 2020:

Water Fund 701	\$	328,089.04
Wastewater Fund 721	\$	170,351.47
MOR Fund 703	\$	30,990.33
MOR Fund 762	\$	74,478.40

LORCO Fund 749	\$	6,099.98
Water Construction Fund 704	\$	8,748.15

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

Nays: None

Motion carried.

Update on Operations

The CUO informed the Board that as the State of Ohio and Federal Government have been making adjustments throughout the pandemic, staff has been making some adjustments to the staffing schedule. He said that they have shifted the work schedules for crews to help eliminate unnecessary contact. The CUO also said that certain staff has been working in the office, but there are also a number of employees still working from home.

The Chairman asked how the staff morale has been affected. The CUO stated that staff has been working together and spirits are up despite the increased precaution and need for PPE. Mr. Abram asked if there have been any illnesses at the Utility from the coronavirus. The CUE said that there have been no illnesses, but staff has been taking an abundance of caution. He said a few staff members have utilized the COVID-19 sick leave set aside by the federal government.

Quarterly Performance Report

The CUE expounded on a memo and report for the Board to show how Avon Lake Regional Water performed against the budget for the first quarter of 2020. The report tracked the revenues and expenditures through March 31. He said that at this time the Utility is performing better than budgeted, but, in light of the coronavirus pandemic, he expects revenues to fall from projected at the end of last year.

The CUE stated that staff intends to provide the report following the close of each quarter and will highlight items of particular importance. He also said that, following the second and third quarter, staff will adjust the budgets of general ledger items to account for any changes that must be made but will not change the overall budget amount. Mr. Rush asked if there has been any drop off in revenue from the commercial customers. The CUE stated that there has been a decrease in water usage due to a suspension in the operations of those customers, but the residential and bulk customers have likely increased in their usage.

The Chairman asked about the real estate taxes that were initially charged. The CUE stated that two out of the three charges from 2019 real estate taxes have been reimbursed, and the utility is waiting on the final payment. The Chairman asked if those properties should be statutorily taxed. The CUE stated no, they should not. He said that the City sought to account for land improvements, like the water tower, and then to have the money be reimbursed after paying the taxes. He said this order of operations was easier when showing the accounting for audits.

Project Updates

2019 Water Main Replacement Bundle: The CUO said that beginning the week of April 27th, the contractor began work on driveway apron restoration on Jaycox Rd.

Redundancy & Future Capacity Project: The CUO informed the Board that there were no updates at this time.

Residuals Master Plan: The CUO said that staff is tentatively planning to have Hazen present updates to the Board during the May 19, 2020 work session.

CUE and CUO Reports

None

Member Reports

None

Miscellaneous

Mr. Rush asked if the backflow certification program has had any issue during the pandemic. The CUO said that the due date for the report is July 1st. He said that a postcard has been sent out to those customers who have one backflow prevention device. He will also be sending a more detailed letter to those customers who have multiple backflow prevention devices. The CUO said he has temporarily reassigned a staff member to dedicate his time to the backflow certification program.

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 pending legal matters to include the CUE, CUO, Technical Support Specialist, Community Outreach Specialist, and legal counsel.

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

Nays: None

Motion carried.

The Board adjourned from Executive Session with no further matters to discuss at 8:10 PM.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 8:11 PM.

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

Nays: None

Motion carried.

Approved _____ 2020.

John Dzwonczyk, Chairman

Todd Danielson, Clerk

DRAFT



**AVON LAKE REGIONAL WATER
FUND 701 - WATER
MAY 1 - MAY 13, 2020
MAY 19, 2020**

Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1 Water Employees	\$ 61,290.48	Salaries PR Post BW 2202010	51102	\$ 61,290.48	\$ 624,651.77	\$ 1,975,000.00
2 Water Employees	\$ 917.13	Part Time Wages PR Post BW 2202010	51105	\$ 917.13	\$ 19,333.72	\$ 113,900.00
3 Water Employees	\$ 1,859.20	Overtime Wages Plant PR Post BW 2202010	51106.101			
4 Water Employees	\$ 432.69	Overtime Wages Dist/Col PR Post BW 2202010	51106.102			
5 Water Employees	\$ 474.50	Overtime Wages Admin PR Post BW 2202010	51106.103			
6 Water Employees	\$ 475.20	Overtime Wages Construction PR Post BW 2202010	51106.104			
7 Water Employees	\$ 296.10	Overtime Wages Office PR Post BW 2202010	51106.105	\$ 3,537.69	\$ 42,785.72	\$ 139,700.00
8 Water Employees	\$ 1,663.81	Employee Time Buy Back PR Post BW 2202010	52115	\$ 1,663.81	\$ 87,553.09	\$ 140,000.00
9 Ohio Dept of Job & Family Services	\$ 482.88	Unemployment - Various Employees	52202	\$ 482.88	\$ 1,931.52	\$ -
10 Water Employees	\$ 207.17	Medical Mutual Payment- Week ending May 1, 2020	52203			
11 Water Employees	\$ 1,259.70	HRA Week Ending May 1, 2020	52203			
12 Water Employees	\$ (1,207.44)	Pay Day May 7, 2020 Employee Medical Contributions	52203	\$ 259.43	\$ 191,270.63	\$ 642,600.00
13 Internal Revenue Service	\$ 934.81	Medicare - FEDERAL - Federal Taxes*	52212	\$ 934.81	\$ 10,908.10	\$ 32,300.00
14 Bradley, Timothy	\$ 269.00	Operator Cert. Renewal Fees for 3 Cert. 5/7/20 - RKM	53500	\$ 269.00		\$ 50,000.00
15 FriendsOffice	\$ 15.91	Off Spl - Laminate Pouches 1/29/20 - RKM 1/2	53602			
16 FriendsOffice	\$ 570.31	Office Spl - Ink, toner, exp. rep. paper - April 2020 - RKM 1/2	53602			
17 MT Business Technologies Inc	\$ 207.58	Copier @ WFP Maintenance 5/7/20 - GY	53602	\$ 793.80	\$ 29,095.00	\$ 55,000.00
18 Fuelman	\$ 334.96	Fuel for Vehicles - 4/20/20-5/3/20 - RKM 1/2	53604	\$ 334.96	\$ 5,745.11	\$ 25,000.00
19 APO Pumps and Compressors LLC	\$ 1,370.87	Eqp Mnt - Raw Water Bldg Compressor Mnt 4/21/20 - GY	53607	\$ 1,370.87	\$ 15,469.29	\$ 125,000.00
20 USALCO, LLC Inc.	\$ 3,713.80	Op Spl - Alum 4/14/20 - GY	53611			
21 USALCO, LLC Inc.	\$ 3,713.80	Op Spl - Alum 4/22/20 - GY	53611			
22 USALCO, LLC Inc.	\$ 3,713.80	Op Spl - Alum 4/21/20 - GY	53611			
23 Mississippi Lime Co.	\$ 2,718.35	Op Spl - Hydrated Lime 5/4/20 - GY	53611			
24 USALCO, LLC Inc.	\$ 3,712.30	Op Spl - Alum 4/29/20 - GY	53611			
25 USALCO, LLC Inc.	\$ 3,713.80	Op Spl - Alum 5/6/20 - GY	53611			
26 Jones Chemicals Inc.	\$ 2,790.00	Op Spl - Chlorine @ SIP 5/1/20 - GY	53611			
27 Applied Specialties, Inc	\$ 2,870.40	Op Spl - Polymer @ WFP 3/26/20 - GY	53611	\$ 26,946.25	\$ 303,333.49	\$ 794,800.00
28 Core & Main LP	\$ 358.68	Mnt Spl - Soft copper tube 4/28/20 - RK 1/2	53612			
29 Core & Main LP	\$ 721.32	Mnt Spl - Soft copper tube 4/28/20 - RK	53612.001			
30 Core & Main LP	\$ 4,387.80	Mnt Spl - Stock materials 4/27/20 - RK	53612.001			
31 E&H Hardware Group, LLC	\$ 86.20	Mnt Spl - April 2020 - RKM 1/2	53612.001			
32 Grainger	\$ 193.32	Mnt Spl - All Purpose Cleaner 4/24/20 - GY	53612.001			
33 Platinum Chemicals, Inc.	\$ 1,873.00	Mnt Spl - Sanitizing Wipes 4/15/20 - SB 1/2	53612.001			
34 Trumbull Industries	\$ 125.40	Mnt Spl - Repair clamp 12/26/19 - RK	53612.001			
35 Indy Equipment and Supply LLC	\$ 25.73	Mnt Spl - Color Hardener 5/5/20 - RK 1/2	53612.001			
36 Indy Equipment and Supply LLC	\$ 19.45	Mnt Spl - Expansion Fiber (20) 5/6/20 - RK 1/2	53612.001			
37 Grainger	\$ 21.90	Mnt Spl - Glue traps (10) 4/30/20 - GY	53612.001			
38 Grainger	\$ 68.36	Mnt Spl - Cleaning Pads 5/1/20 - GY	53612.001			
39 Core & Main LP	\$ 341.85	Mnt Spl - Uni-Flanges (8) 5/7/20 - RK	53612.001			
40 Core & Main LP	\$ 38.40	Mnt Spl - Hex Nuts (8) 4/30/20 - RK	53612.001			
41 Zoro Tools Inc	\$ 461.65	Mnt Spl - Fan Air Bag 5/6/20 - RKM 1/2	53612.001			
42 Zoro Tools Inc	\$ 74.12	Mnt Spl - AA Batteries 5/5/20 - RKM 1/2	53612.001			
43 Zoro Tools Inc	\$ 78.65	Mnt Spl - AAA Batteries 5/6/20 - RKM 1/2	53612.001			
44 Zoro Tools Inc	\$ 159.50	Mnt Spl - Cordless Hammer Drill 5/5/20 - RKM 1/2	53612.001			
45 Trico Oxygen Company Inc.	\$ 48.95	Mnt Gases @ 201 Miller Rd 4/30/20 - RK 1/2	53612.001			
46 Trico Oxygen Company Inc.	\$ 36.30	Mnt Gases @ WFP 4/30/20 - GY 1/2	53612.001			
47 Parker Supply LLC	\$ 89.38	Mnt Spl - Kleenex (2 cases) 4/23/20 - GY	53612.001			
48 Rock Pile Inc	\$ 80.00	Mnt Spl - Yard Repair Materials - April 2020 - RK 1/2	53612.004			
49 Westview Concrete Corporation	\$ 1,449.15	Mnt Spl - Concrete Repair Spl @ Moore and Somerset 4/20/20 - RK	53612.004	\$ 10,739.11	\$ 93,113.34	\$ 350,000.00
50 Trico Oxygen Company Inc.	\$ 27.65	Mnt Gases @ WFP 4/30/20 - GY 2/2	53613			
51 Hach Company	\$ 54.98	Lab Spl @ WFP - Phosphorus TNT+ 4/23/20 - GY	53613			
52 Culligan of Northeast Ohio Corp	\$ 64.00	DI Rental & Supplies 4/30/20 - GY 1/2	53613			

Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
53 Environmental Resources Assoc. Inc.	\$ 832.10	Lab Spl @ WFP 5/4/20 - GY	53613	\$ 978.73	\$ 32,276.05	\$ 80,000.00
54 Badger Meter Inc.	\$ 838.74	Cnt Svc - Read Center Svc Agree and Cellular Svc 4/29/20 - RKM	53701			
55 SME	\$ 2,100.00	Prof Svc - Storage Building 5/7/20 - JG 1/2	53701			
56 ABC Equipment Rental & Sales Corp	\$ 594.60	Cnt Svc - Manlift rental @ WFP 3/30/20 - GY	53701.001			
57 T Kendera Concrete LLC	\$ 2,350.00	Cnt Svc - Remove and Replace Apron @ 32851 Redwood - RK	53701.002			
58 Brakey Energy, Inc.	\$ 1,010.00	Cnt Svc - Mo. Fee for Energy Mgmt Svc 4/29/20 - TAD 1/2	53701.002	\$ 6,893.34	\$ 137,082.49	\$ 375,000.00
59 Columbia Gas	\$ 377.77	gas svc @ 201 Miller Rd 3/27/20-4/27/20 - RKM	53702.002	\$ 377.77	\$ 7,373.92	\$ 25,000.00
60 Engie Resources	\$ 20,186.63	elec svc @ various addresses 4/27/20 - TAD 1/11	53703.001			
61 Engie Resources	\$ 7,880.99	elec svc @ various addresses 4/27/20 - TAD 2/11	53703.002			
62 Illuminating Company	\$ 159.89	elec svc @ various AL addresses - April 2020 - GY	53703.002	\$ 28,227.51	\$ 259,139.10	\$ 785,100.00
63 Avon Lake Regional Water	\$ 1.88	Water Used from ETL1 - Krebs - April 2020 - RKM	53704	\$ 1.88	\$ 35.72	\$ 15,000.00
64 Verizon Wireless	\$ 824.47	Cell Phone Svc - 3/26/20 - 4/25/20 - RKM 1/2	53705			
65 Greg Yuronich	\$ 25.00	Reimbursement for Cell Phone - May 2020 - RKM	53705	\$ 849.47	\$ 9,467.26	\$ 35,000.00
66 Napa Avon	\$ 497.15	Eqp Mnt - Tools and Parts - April 2020 - RK 1/2	53707			
67 Kowalski Ford Inc	\$ 150.36	Eqp Mnt - Seat Covers for Transit 4/28/20 - GY	53707			
68 The Craun Liebing Company	\$ 2,387.00	Eqp Mnt - OTS Pumps (2) 5/1/20 - RK 1/2	53707	\$ 3,034.51	\$ 11,753.34	\$ 23,000.00
69 Sherwin Williams Company Inc	\$ 57.86	Bldg Mnt - Paint and Supplies 4/24/20 - RK 1/2	53708	\$ 57.86	\$ 25,839.48	\$ 150,000.00
70 HDR, Inc.	\$ 23,930.02	Eng Fees - Redundancy + Future Capacity Plan - Pay #5 - JG 1/2	53806	\$ 23,930.02	\$ 102,396.36	\$ 325,000.00
	\$ 173,891.31			\$ 173,891.31		



**AVON LAKE REGIONAL WATER
FUND 721 - WASTEWATER
MAY 1 - MAY 13, 2020
MAY 19, 2020**

Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1 Wastewater Employees	\$ 54,408.13	Salaries PR Post BW 2202010	51102	\$ 54,408.13	\$ 546,071.04	\$ 1,520,500.00
2 Wastewater Employees	\$ 917.12	Part Time Wages PR Post BW 2202010	51105	\$ 917.12	\$ 28,853.09	\$ 107,100.00
3 Wastewater Employees	\$ 1,002.83	Overtime Wages Plant PR Post BW 2202010	51106.101			
4 Wastewater Employees	\$ 432.68	Overtime Wages Dist/Col PR Post BW 2202010	51106.102			
5 Wastewater Employees	\$ 776.64	Overtime Wages Admin PR Post BW 2202010	51106.103			
6 Wastewater Employees	\$ 475.19	Overtime Wages Construction PR Post BW 2202010	51106.104			
7 Wastewater Employees	\$ 98.69	Overtime Wages Office PR Post BW 2202010	51106.105	\$ 2,786.03	\$ 40,072.44	\$ 136,700.00
8 Wastewater Employees	\$ 1,663.81	Employee Time Buy Back PR Post BW 2202010	52115	\$ 1,663.81	\$ 27,809.47	\$ 68,700.00
9 Wastewater Employees	\$ 170.27	Medical Mutual Payment- Week ending May 1, 2020	52203			
10 Wastewater Employees	\$ 675.41	HRA Week Ending May 1, 2020	52203			
11 Wastewater Employees	\$ (2,410.80)	Pay Day May 7, 2020 Employee Medical Contributions	52203			
12 Wastewater Employees	\$ 1,924.72	HRA Week Ending May 8, 2020	52203			
13 Wastewater Employees	\$ 164.91	Medical Mutual Week Ending May 8, 2020	52203	\$ 524.51	\$ 176,684.05	\$ 523,000.00
14 Internal Revenue Service	\$ 832.65	Medicare - FEDERAL - Federal Taxes*	52212	\$ 832.65	\$ 9,036.59	\$ 25,600.00
15 Joshua D Spinks	\$ 10.00	1 Employee Meal Allowance 5/9/20 - RR	52227	\$ 10.00	\$ 400.00	\$ 1,200.00
16 Joe Tomsik	\$ 203.00	Education Reimbursement - Chemistry 5/8/20 - SB	53500	\$ 203.00	\$ 1,750.83	\$ 50,000.00
17 FriendsOffice	\$ 15.90	Off Spl - Laminate Pouches 1/29/20 - RKM 2/2	53602			
18 FriendsOffice	\$ 570.31	Office Spl - Ink, toner, goldenrod paper - April 2020 - RKM 2/2	53602	\$ 586.21	\$ 12,797.79	\$ 40,000.00
19 Fuelman	\$ 334.95	Fuel for Vehicles - 4/20/20-5/3/20 - RKM 2/2	53604	\$ 334.95	\$ 8,491.56	\$ 25,000.00
20 Jack Doheny Companies, Inc	\$ 150.00	Eqp Mnt - Four Gas Meter Repair 4/28/20 - SB	53607	\$ 150.00	\$ 64,710.89	\$ 100,000.00
21 Polydyne, Inc	\$ 3,984.86	Op Spl - Polymer 5/5/20 - SB	53611	\$ 3,984.86	\$ 98,185.42	\$ 175,000.00
22 Platinum Chemicals, Inc.	\$ 1,873.00	Mnt Spl - Sanitizing Wipes 4/15/20 - SB 2/2	53612.001			
23 E&H Hardware Group, LLC	\$ 37.24	Mnt Spl - April 2020 - RKM 2/2	53612.001			
24 Trumbull Industries	\$ 197.16	Mnt Spl - Manhole lid 2/11/20 - SB	53612.001			
25 Zoro Tools Inc	\$ 187.16	Mnt Spl - Definite Purpose Contactor 4/25/20 - SB	53612.001			
26 Swift First Aid Corp	\$ 63.35	Svc First Aid Cabinets @ WRF 4/24/20 - SB	53612.001			
27 Newark Element14 Inc	\$ 72.55	Mnt Spl - Relays (4) 5/5/20 - SB	53612.001			
28 Indy Equipment and Supply LLC	\$ 25.72	Mnt Spl - Color Hardener 5/5/20 - RK 2/2	53612.001			
29 Indy Equipment and Supply LLC	\$ 19.44	Mnt Spl - Expansion Fiber (20) 5/6/20 - RK 2/2	53612.001			
30 Trico Oxygen Company Inc.	\$ 48.95	Mnt Gases @ 201 Miller Rd 4/30/20 - RK 2/2	53612.001			
31 Trico Oxygen Company Inc.	\$ 35.55	Mnt Gases @ WRF 4/30/20 - SB	53612.001			
32 Zoro Tools Inc	\$ 461.65	Mnt Spl - Fan Air Bag 5/6/20 - RKM 2/2	53612.001			
33 Zoro Tools Inc	\$ 74.11	Mnt Spl - AA Batteries 5/5/20 - RKM 2/2	53612.001			
34 Zoro Tools Inc	\$ 78.64	Mnt Spl - AAA Batteries 5/6/20 - RKM 2/2	53612.001			
35 Zoro Tools Inc	\$ 159.50	Mnt Spl - Cordless Hammer Drill 5/5/20 - RKM 2/2	53612.001			
36 Rock Pile Inc	\$ 80.00	Mnt Spl - Yard Repair Materials - April 2020 - RK 2/2	53612.004	\$ 3,414.02	\$ 72,566.32	\$ 180,000.00
37 Culligan of Northeast Ohio Corp	\$ 38.80	DI Rental & Supplies 4/30/20 - GY 2/2	53613			
38 Jones & Henry Laboratories Inc.	\$ 170.00	Lab Testing @ WRF 4/30/20 - SB	53613	\$ 208.80	\$ 17,080.10	\$ 50,000.00
39 SME	\$ 2,100.00	Prof Svc - Storage Building 5/7/20 - JG 2/2	53701			
40 Buckeye Sheet Metal	\$ 525.00	Cnt Svc - Field Measuring and Drawing 4/24/20 - SB	53701			
41 KoneCranes Inc.	\$ 3,700.00	Cnt Svc - Advanced Gear case Insp & Hook Insp 4/30/20 - GY	53701.002			
42 Brake Energy, Inc.	\$ 1,010.00	Cnt Svc - Mo. Fee for Energy Mgmt Svc 4/29/20 - TAD 2/2	53701.002	\$ 7,335.00	\$ 75,799.14	\$ 500,000.00
43 Columbia Gas	\$ 33.76	gas svc @ 641 Lear Rd 4/3/20-5/4/20 - RK	53702.002			
44 Columbia Gas	\$ 35.37	gas svc @ 100 Woodbridge Way 3/31/20-4/29/20 - RK	53702.003			
45 Columbia Gas	\$ 35.80	gas svc @ 671 Bridgeside Dr 3/31/20-4/29/20 - RK	53702.003	\$ 104.93	\$ 2,766.35	\$ 40,000.00
46 Engie Resources	\$ 8,325.76	elec svc @ various addresses 4/27/20 - TAD 3/11	53703.001			

Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
47 Engie Resources	\$ 707.65	elec svc @ various addresses 4/27/20 - TAD 4/11	53703.003			
48 Illuminating Company	\$ 95.96	elec svc @ Woodbridge Way 4/3/20-5/1/20 - RK	53703.003			
49 Illuminating Company	\$ 92.24	elec svc @ 671 Bridgeside PS 4/3/20-5/1/20 - RK	53703.003			
50 Illuminating Company	\$ 87.80	elec svc @ 641 Lear Rd 4/4/20-5/4/20 - RK	53703.003			
51 Illuminating Company	\$ 85.04	elec svc @ 31900 Lake Rd PS 4/2/20-5/4/20 - RK	53703.003			
52 Illuminating Company	\$ 77.76	elec svc @ 758 Jaycox Rd Sewer 4/4/20-5/4/20 - RK	53703.004	\$ 9,472.21	\$ 101,985.78	\$ 335,000.00
53 Spectrum Business	\$ 267.70	Internet/Phone Svc @ WRF 4/22/20-5/21/20 - SB	53705			
54 Verizon Wireless	\$ 824.46	Cell Phone Svc - 3/26/20 - 4/25/20 - RKM 2/2	53705	\$ 1,092.16	\$ 9,179.60	\$ 30,000.00
55 Napa Avon	\$ 497.15	Eqp Mnt - Tools and Parts - April 2020 - RK 2/2	53707			
56 The Craun Liebing Company	\$ 2,387.00	Eqp Mnt - OTS Pumps (2) 5/1/20 - RK 2/2	53707	\$ 2,884.15	\$ 10,382.86	\$ 20,000.00
57 Sherwin Williams Company Inc	\$ 57.85	Bldg Mnt - Paint and Supplies 4/24/20 - RK 2/2	53708			
58 Goldstar Products, Inc	\$ 5,128.10	Bldg Mnt - Non Skid Paint, Enzyme Blocks 4/15/20 - SB	53708.001	\$ 5,185.95	\$ 59,721.13	\$ 105,000.00
	\$ 96,098.49			\$ 96,098.49		



AVON LAKE REGIONAL WATER
FUND 703 - ETL1
MAY 1 - MAY 13, 2020
MAY 19, 2020

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1	T Kendera Concrete LLC	\$ 1,500.00	Cnt Svc - Repair/Re-pour Parking Lot @ Bubba's - RK	53701.002			
2	Avon Lake Regional Water	\$ 1,604.12	Operator Charges - March 2020 - ETL1 - RKM	53701.002	\$ 3,104.12	\$ 28,194.16	\$ 58,000.00
3	Engie Resources	\$ 6,281.73	elec svc @ various addresses 4/27/20 - TAD 5/11	53703.003			
4	Engie Resources	\$ 148.75	elec svc @ various addresses 4/27/20 - TAD 6/11	53703.004			
5	Illuminating Company	\$ 276.74	elec svc @ various ETL1 locations - April 2020 - RKM	53703.004			
6	Ohio Edison	\$ 67.04	elec svc @ Lear @ Mills 4/3/20-5/4/20 - RKM	53703.004			
7	Ohio Edison	\$ 68.20	elec svc @ Lear @ US 20 4/1/20-4/30/20 - RKM	53703.004			
8	Ohio Edison	\$ 86.67	elec svc @ Root @ Sprag 4/1/20-4/30/20 - RKM	53703.004			
9	Ohio Edison	\$ 69.25	elec svc @ Butternut @ Root 4/1/20-4/30/20 - RKM	53703.004			
10	Ohio Edison	\$ 70.65	elec svc @ Lear @ Chstnt 4/2/20-5/1/20 - RKM	53703.004	\$ 7,069.03	\$ 79,992.81	\$ 287,000.00
11	Avon Lake Regional Water	\$ 198,825.15	Water Used from ETL1 - April 2020 - RKM	53704	\$ 198,825.15	\$ 1,310,068.32	\$ 2,276,000.00
12	HDR, Inc.	\$ 19,332.80	Eng Fees - Redundancy + Future Capacity Plan - Pay #5 - JG	53806	\$ 19,332.80	\$ 93,757.09	\$ 225,000.00
		\$ 228,331.10			\$ 228,331.10		



AVON LAKE REGIONAL WATER
FUND 762 - ETL2
MAY 1 - MAY 13, 2020
MAY 19, 2020

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1	Avon Lake Regional Water	\$ 1,619.63	Operator Charges - March 2020 - ETL2 - RKM	53701.002	\$ 1,619.63	\$ 25,783.75	\$ 100,000.00
2	Engie Resources	\$ 8,059.37	elec svc @ various addresses 4/27/20 - TAD 7/11	53703.003			
3	Ohio Edison	\$ 38.30	elec svc @ 15201 Island Rd OAL 4/29/20 - RKM	53703.003			
4	Ohio Edison	\$ 4,437.64	elec svc @ 15201 Island Rd 3/31/20-4/29/20 - RKM	53703.003			
5	Engie Resources	\$ 110.97	elec svc @ various addresses 4/27/20 - TAD 8/11	53703.004			
6	Ohio Edison	\$ 71.43	elec svc @ 37780 Center Ridge 4/1/20-4/29/20 - RKM	53703.004			
7	Ohio Edison	\$ 64.90	elec svc @ 36550 Chestnut Ridge 4/2/20-4/29/20 - RKM	53703.004			
8	Ohio Edison	\$ 89.91	elec svc @ 37980 Barres Rd 4/3/20-5/4/20 - RKM	53703.004	\$ 12,872.52	\$ 87,056.93	\$ 298,000.00
9	Avon Lake Regional Water	\$ 292,819.76	Water Used from ETL2 - April 2020 - RKM	53704	\$ 292,819.76	\$ 1,433,111.85	\$ 3,178,000.00
10	HDR, Inc.	\$ 19,332.80	Eng Fees - Redundancy + Future Capacity Plan - Pay #5 - JG	53806	\$ 19,332.80	\$ 93,757.05	\$ 225,000.00
		\$ 326,644.71			\$ 326,644.71		



AVON LAKE REGIONAL WATER
FUND 749 - LORCO
MAY 1 - MAY 13, 2020
MAY 19, 2020

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1	Eaton Tru Value	\$ 29.98	Mnt Spl - Fuses (2) 4/28/20 - RK	53612.004	\$ 29.98	\$ 4,216.45	\$ 125,000.00
2	Engie Resources	\$ 566.41	elec svc @ various addresses 4/27/20 - TAD 9/11	53703.001			
3	Ohio Edison	\$ 322.38	elec svc @ 9845 Avon Belden 4/1/20-4/29/20 - RKM	53703.001			
4	Ohio Edison	\$ 1,001.26	elec svc @ 38393 Royalton Rd 3/28/20-4/28/20 - RKM	53703.001			
5	Engie Resources	\$ 4.50	elec svc @ various addresses 4/27/20 - TAD 10/11	53703.002			
6	Engie Resources	\$ 66.44	elec svc @ various addresses 4/27/20 - TAD 11/11	53703.003			
7	Ohio Edison	\$ 67.42	elec svc @ 12169 Avon Belden 3/28/20-4/28/20 - RKM	53703.003			
8	Ohio Edison	\$ 78.94	elec svc @ 33930 Cooley Rd 3/31/20-4/28/20 - RKM	53703.003			
9	Ohio Edison	\$ 71.84	elec svc @ 10301 Reed Rd 4/1/20-4/29/20 - RKM	53703.003			
10	Ohio Edison	\$ 66.25	elec svc @ 10920 Hawke Rd 4/1/20-4/29/20 - RKM	53703.003			
11	Ohio Edison	\$ 86.46	elec svc @ 36780 Giles Rd 3/28/20-4/27/20 - RKM	53703.003			
12	Ohio Edison	\$ 89.44	elec svc @ 12901 Avon Belden 3/28/20-4/28/20 - RKM	53703.003	\$ 2,421.34	\$ 14,498.83	\$ 42,000.00
13	Frontier Communications	\$ 55.99	Telephone svc @ Fourplex 4/25/20 - RKM	53705	\$ 55.99	\$ 280.90	\$ 10,000.00
14	Rural Lorain County Water Authority	\$ 1,334.00	Meter Readings - April 2020 - RKM	53760	\$ 1,334.00	\$ 10,708.31	\$ 27,000.00
15	LORCO	\$ 2,195.39	Reimburse ACH for LORCO 2 - March 2020 - RKM	53901			
16	LORCO	\$ 2,322.03	Reimburse ACH for LORCO 2 - February 2020 - RKM	53901	\$ 4,517.42	\$ 14,530.98	\$ 25,000.00
17	LORCO	\$ 5,000.00	LORCO Mo. Op. Adv. - May 2020 - RKM	59500	\$ 5,000.00	\$ 25,000.00	\$ 78,000.00
		\$ 13,358.73			\$ 13,358.73		



**Avon Lake
Regional Water**

Serving the region,
protecting our resource.

**AVON LAKE REGIONAL WATER
FUND 704 - WATER CONSTRUCTION
MAY 1 - MAY 13, 2020
MAY 19, 2020**

	Vendor	Amount	Description	G/L Account	G/L Sum	YTD Transactions	Budget
1	HDR, Inc.	\$ 1,749.63	Capital Improvements Design - Waterline - 10 - JG	55007			
2	Underground Utilities Inc	\$ 206,354.50	Pay #7 - Water Main Replacement - OWDA #8616 - TAD	55007	\$ 208,104.13	\$ 1,675,224.12	\$ 2,950,000.00
		\$ 208,104.13			\$ 208,104.13		



CITY OF AVON LAKE, OHIO

150 AVON BELDEN ROAD • AVON LAKE, OHIO 44012-1699

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www.avonlake.org

Building Department
930-4102

Civil Service Commission
933-6141

Clerk of Council
930-4121

Council President
930-4120

Engineering Department
930-4101

Finance Department
930-4124

Fire Department
933-8305

Human Resources
933-6141

Law Director
930-4122

Mayor's Office
930-4100

Municipal Court
930-4103

Municipal Utilities
933-6226

Planning Department
930-4110

Police Department
933-4567

Recreation Department
930-4130

Service Department
930-4126

Zoning Department
930-4143

May 6, 2020

Via Hand delivered

Charles Kent
32911 Electric Blvd.
Avon Lake, OH 44012

Re: Avon Lake Regional Water

Dear Mr. Kent:

Please be advised that the undersigned is Law Director for the City of Avon Lake. It has been brought to my attention that several emails and telephone calls in a threatening manner have made to various Board Members of the Avon Lake Regional Water System. It is my understanding in addition you have also contacted various City personnel in connection with your tree lawn issue which has been subject to your conversations.

Please be advised that the purpose of this letter is to advise you to cease and desist threatening phone calls and emails in connection with your issue surrounding your dispute with the Regional Water System concerning your tree lawn. Any and all further communication should be sent to the undersigned.

If you are not satisfied with the responses from Avon Lake Regional Water you always have the alternative to seek civil action through the local courts of jurisdiction. Your threatening phone calls and email will no longer be tolerated and will be referred hereafter to the Avon Lake Police Department. Hopefully this will not become necessary.

Very truly yours,

Gary A. Ebert

GAE:ks

cc: Robert Munro, Chief of Utility Operations
✓ Avon Lake Regional Board of Directors
Avon Lake Police Department

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ACTION ITEMS FROM BOARD MEETINGS

DATE	CATEGORY*	TOPIC	SOLUTION	STATUS
5/5/2020	Misc.	The Chairman asked if there was any scap value to the old Yaskowa drive unit that was replaced.	The CUO said he will find out how much value the unit can be scrapped for.	Open
4/21/2020	Misc.	The Chairman has asked to meet with Lorain County regarding LORCO	Staff is coordinating a meeting between the Board and Lorain County	Open
3/17/2020	Misc.	The Chairman asked that the future dashboard contain a link for members to see projects that are open to bid.	Currently, staff is working to include the projects out to bid in the Board WriteUp, but, in the future, a link will be provided to Members to view all current and recently completed projects.	Open
2/4/2020	Misc.	Board would like an invitation to tour the WRF now that all construction work is complete.	Staff will schedule a tour once the weather warms.	Open
2/18/2020	Misc.	Mrs. Schnabel asked staff to consider a redesign of the bills to aid with their understanding.	Update: Staff continues to work with SmartBill on the redesign.	Open
11/19/2019	Misc.	The Chairman asked if we have an IT policy for cyber security.	Staff intends to prepare an IT master plan and complete a cyber security assessment as part of the Risk and Resilience Assessment.	Open
9/17/2019	Financial	The Chairman asked staff to develop a plan for providing valve turning services to bulk customers in 2020, including estimated costs and revenues in the budget.	Staff has met internally and will continue moving the concept forward.	Open
4/21/2020	Misc.	The Chairman asked that staff take advantage of the decrease in fuel prices.	The CUO has been filling the generators to fuel capacity and is looking to purchase a fuel tank as a resevoir.	Answer
3/3/2020	Misc.	The Chairman asked for an update on the Risk and Resiliency being conducted by HDR.	HDR will provide an update at the June 16th work session.	Answer
1/21/2020	Misc.	Does the Board need to be a signatory on the Columbia Township agreement?	Staff believes the Board must be a signatory and could seek the opinion of outside counsel, should the Board desire.	Answer
10/1/2019	Misc.	Members asked will Bana be able to demonstrate her work with her software/application at our water plant.	Staff has scheduled 4/21/2020 as the date when Bana can demonstrate her application.	Answer
11/19/2019	Misc.	Mr. Abram asked if the grant the Cleveland Water Alliance received regarding algae can benefit us.	The grant is to develop an HAB early warning system, not clean up HABs. Staff has asked Cleveland Water Allinace if there are ways to take part in the project.	Answer
10/15/2019	Misc.	Should we consider random drug testing for the entire organization?	Staff will investigate the possibility/implications.	Answer
9/3/2019	Misc.	Members asked that awards won by Avon Lake Regional Water be displayed for the public to see.	Staff will look into a display case or another method of display.	Answer
4/2/2019	Misc.	Members asked to see the new agreement with Sprint for a structure on the water tower	The CUO is working with the Law Director on revisions to the agreement and will provide a draft to the Board before requesting approval.	Answer
3/19/2019	Financial	What are anticipated costs for Class B v. landfilling residuals?	Will be included as a part of the Residuals Master Plan.	Answer
3/4/2019	Financial	Why is Avon Lake Regional Water being charged property taxes despite being a tax-exempt organization, and have we filed the appropriate exemptions?	The state Department of Taxation has determined that the water tower and the 3-million-gallon clear well are tax exempt. Staff is waiting for the determination for the WRF influent pumping station.	Answer
3/19/2019	Misc.	Please work with the City to see how the Developer Agreement could be worked into the Planning Code.	The CUE is working with the Public Works Director on this matter.	Answer

*Categories: Financial, Lateral Project, Personnel, Education/CI, Strat. Plan or Misc.