

Board of Municipal Utilities  
**Meeting Minutes**  
**May 21, 2019**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:51 PM following the work session.

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

Excused: Mr. Phillips

Also present: CUE Danielson, CUO Munro, Community Outreach Specialist Arnold, Technical Support Specialist Collins, and Councilperson Fenderbosch.

***Approve Minutes***

Chairman Dzwonczyk presented the minutes of the May 7, 2019, 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 of expenses dated May 21, 2019, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded to approve the expenditures of May 21, 2019:

Water Fund 701	\$	503,362.26
Wastewater Fund 721	\$	219,553.11
MOR Fund 703	\$	173,568.13
MOR Fund 762	\$	168.86
LORCO Fund 749	\$	14,731.76
Lateral Loan Fund 765	\$	27,658.00
Water Construction Fund 704	\$	206,891.04

Before calling for the vote, members inquired about some of the expenses. One expense, in particular, for multiple Water Fund expenditures related to ETL-2, the CUE indicated he would investigate. Mr. Abram and the Chairman requested information on Water Fund 701: \$2000 Insurance Deductible Reimbursement. The Chairman indicated that he did not think this was an appropriate expenditure given that the failure was of the homeowner's washing machine's electrically operated solenoid, not a direct result of any water service event (there was a coincident water main break and repair). He expressed that any such future claims would need

to be reviewed as a Board item prior to any expenditure, as Avon Lake Regional Water is not an insurer.

Ayes: Abram, Dzwonczyk, Rush, and Schnabel.

Nays: None

Motion carried.

### ***Lateral Separation Update***

The CUO informed the Board that arraignments were held on May 16, 2019, for those customers who had not removed the clean water from their sanitary laterals and still did not have a contract to do so and that he and the CUE will update the Board during the Executive Session.

<b>Group</b>	<b>April 30, 2019 Need to do work to comply</b>	<b>May 2, 2019 Need to do work to comply</b>	<b>May 16, 2019 Need to do work to comply</b>	<b>Under Contract</b>	<b>Deadline</b>
A	15	15	13	10	April 30, 2019
B & C	134	129	115	68	June 30, 2019

The CUO said that staff has continued to focus on Groups B&C homes to help ensure that as many as possible will be in compliance by the June 30, 2019, deadline. The Chairman stated that while he recognized the weather has not been ideal for lateral separations, the remaining number of homes needed to continue to fall faster for all of the remaining homes to be in compliance.

### ***Continuous Improvement***

The CUE informed the Board that the continuous improvement program with Dr. Miles of Miles LeHane took place involving coaching for both the team and individuals. Dr. Miles spent the past week with staff providing the first group sessions. The CUE stated that the coaching has helped with jelling and working more closely as a team. The CUO informed the Board that he has spoken with a number of staff members, and there has been a very positive reception regarding the coaching. Mr. Rush asked if the contract for Miles LeHane falls within the budget. The CUE replied that the budget did account for the contract with Miles LeHane. Mr. Abram asked which members of the staff are a part of the coaching sessions. The CUO informed the Board that members of the "leadership team" are the only staff that attend the coaching.

### ***Ohio EPA Meeting***

The CUE informed the Board that on June 3<sup>rd</sup>, the Director of Ohio EPA, Laurie Stevenson, will be in northeast Ohio and will stop by to meet with staff. He told the Board that staff intends to speak with the Director about the positive impact of incentivized interest rates, and how they have allowed Avon Lake to do so much more for public health, welfare, and the environment. The CUE said that he intends to request that the Ohio EPA extend the programs. He informed the Board that staff also will speak with the Director about how improving operator licensure reciprocity affects jobs in Ohio.

### ***Project Updates***

45 Project: The CUO stated that there is continued work on roadway restoration on Forest. He also informed the Board that the base layer of asphalt will be paved on Wednesday, May 22<sup>nd</sup>. The Chairman asked if the homes along The 45 Area Project are continuing to perform their lateral separations for Groups B&C. The CUO informed the Board that there has been a significant increase in the number of homes who have found contractors to assist in their separations. The CUO added that 8 of the homes are in compliance as far as separation, but they are awaiting a sewer tap to complete the work order from their contractor. Mrs. Schnabel asked if there was an estimated time of completion regarding the park restoration. Mrs. Arnold informed the Board that staff is currently awaiting the design from Mr. Reitz regarding the park. The City's Public Works Department was going through the bidding process for the design; and, once that is completed, Avon Lake Regional Water staff will have a better idea of the park's estimated completion.

Elyria Interconnection Project: The CUO informed the Board that the contractor continues to complete the punch list of items. He stated that the ceremony opening the station went well, and that it was well attended. He said that the station is now fully operational; and, should the need arise, it is now able to be utilized by Avon Lake Regional Water. The Chairman and Mrs. Schnabel represented the Board at the dedication. Mr. Rush asked how often the valve at the interconnect will be exercised. The CUO stated that the planned standard operating procedure is to exercise the valve on a monthly basis.

### ***Member Reports***

The CUE stated that the Chairman attended a tour of the water plant with members from the RLCWA. He also said that the members of RLCWA expressed their gratitude for the longstanding and mutually beneficial relationship with Avon Lake Regional Water. The Chairman said that the members also said that they were delighted with the services that have been provided to them. He stated that the low water rates that Avon Lake Regional Water is able to charge is due to the bulk customers like RLCWA.

### ***Miscellaneous***

Mrs. Schnabel informed the Board that this upcoming week is "Bike to School Week" for the students in Avon Lake School District. She asked that the staff relay to crew members and contractors to be more aware of those students who do decide to ride their bikes. The CUO informed the Board that he has spoken with a number of crew members, and they are prepared to assist in whatever way they can to make sure that the students get to school safely.

### ***Public Speakers***

No Public Speakers

### ***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 and to include the CUE, CUO, and Community Outreach Specialist.

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

Nays: None

Motion carried.

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

***Adjourn***

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

Ayes: Abram, Dzwonczyk, Rush, and Schnabel

Nays: None

Motion carried.

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

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk