

Board of Municipal Utilities
Meeting Minutes
June 15, 2021
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, Mr. Rush, and Mrs. Schnabel.

Also present: Acting CUE Munro, Technical Support Specialist Collins, Mayor Zilka, and Councilman Spaetzel.

Approve Minutes

Chairman Dzwonczyk presented the Minutes of the June 1, 2021 regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

Public Speakers

Mayor Zilka announced the closing of the power plant on Lake Road in Avon Lake. He said the demolition is expected soon, and the closing date will be in September. He also said to expect about three years of demolition, and this is a good opportunity for redevelopment in the City.

Correspondence

None.

Expenditures

Following review of expenses date June 15, 2021, for funds and amounts as follows, Mr. Abram moved, Mrs. Schnabel seconded, to approve the expenditures of June 15, 2021:

| | | |
|---------------------|----|------------|
| Water Fund 701 | \$ | 160,577.32 |
| Wastewater Fund 721 | \$ | 145,042.84 |
| MOR Fund 703 | \$ | 220,890.22 |
| MOR Fund 762 | \$ | 423,032.91 |
| LORCO Fund 749 | \$ | 15,488.46 |

Ayes (per voice vote): Abram, Dzwonczyk, Phillips, Rush, and Schnabel.

Nays: None

Motion carried.

Meter Analysis

Mr. Munro reminded the Board that during the May 4th Work Session staff discussed with Board members the replacement of the current Advanced Meter Reading (AMR) radio signal encoders

with Advanced Metering Infrastructure (AMI) cellular encoders. He said that moving forward staff will provide AMI encoders on all new service installations, when AMR encoders fail and need to be replaced, and when a customer requests an AMI encoder. He said that if a customer requests an AMI encoder, that customer would be responsible for the costs associated with the change to AMI. The current cost of the encoder is approximately \$125.00.

Mr. Munro said that there are 10,462 meters with encoders in Avon Lake; 6,386 of those encoders are 10 years or older. He said that 10 years is the guaranteed life of a battery on the encoders, and this represents a significant amount of meters that may need to be replaced in the near future. In 2010 over 3,000 meters were replaced, because that was the last major upgrade to ALRW's meters. Mr. Munro stated that once those meters start needing to be replaced, staff will make the decision to completely switch all meters over to AMI. In the meantime, staff will continue to replace AMR meters should the encoder fail, the customer ask for one, or in all new installations.

Mr. Abram asked if the length of service is longer on the AMI. Mr. Munro said the AMR encoders have a 10-year warranty. The AMI encoders have a 20-year warranty with the first 10 years full replacement and then prorated for years 11 through 20. The Chairman said that this is a significant change, and it was a decision by the Board a few years ago to not just replace all of the meters and wait for the price to come down. He said the price has fallen around 30% since the topic initially came before the Board, and he would expect the price to continue to come down even more. Mrs. Schnabel asked what the price difference was. Mr. Munro said the AMR are about \$1.00 more than the AMI.

Asset & Rates Evaluation

Mr. Munro said that as a part of the Asset Management program, staff is continually looking to enhance the program and ensure that it is in line with ALRW's quality initiative. He said that one aspect is to evaluate and determine the condition and value of all assets at all of the facilities and all property owned by Avon Lake Regional Water. Staff met with representatives from Raftelis to discuss the scope and fee proposal for having this evaluation performed. Mr. Munro said that Raftelis is a consulting firm that specializes in asset and financial evaluations for water and wastewater utilities and government organizations. He added that with the asset evaluation staff has requested Raftelis to provide a scope and fee proposal for performing a rates evaluation. He said that staff will present these proposals to the Board for their consideration and approval at a future meeting.

Mr. Rush asked if there are other firms in which staff can reach out to for a request for a proposal. Mr. Munro said that this is a professional service so it would not require it to go through a bidding process. He also said that he has worked on past projects with Raftelis. He added that the other firms that he is familiar with specialize in a broad range of organizations unlike Raftelis which specializes in utilities. Mr. Rush said that because there is also the rates study portion of the analysis, he would prefer if staff sought proposals from other firms to consider. Mr. Munro said that staff can put out a request for quotes from other firms and make a determination after that process. He said putting out a request for quotes would not increase the cost, because the bid would be advertised on ALRW's website and then staff would review each firm based on certain criteria.

The Chairman said that one of the things that could be done with the information is to combine that with GIS information on our assets to plan future work which will help to plan future budgets based on expected life. He said this will help contribute to the Board planning the funding

needed to replace those assets. He said that Westlake started doing that type of planning in the 1960's and they had a very good capability to be able to internally fund the work needed.

Project Updates

Orthophosphate Point of Application: The Acting CUE said the programming of the new pumps is ongoing by SOS Integration. He said the new system is tentatively scheduled for startup the week of June 21st.

WFP & ETL Design Services: The Acting CUE informed the Board that a site walkthrough is scheduled for June 25th with staff and representatives from HDR to walk the proposed alignment of the ETL suction line and ETL1 discharge line from Moore Rd. to Krebs Rd. He said the purpose of this site walkthrough is to determine the necessary permits that will be required for the construction phase of the project. He also said that staff received an amendment proposal from HDR for additional design services for all chemical storage and application points at the WFP. Staff is currently reviewing this proposal and will bring their recommendation to the Board at a future meeting.

Mr. Munro said one of the areas of concern is with the use of chlorine at the WFP. He stated that this is a point of interest because orthophosphate was an issue in the past due to dosing in the incorrect location and staff does not want that to happen again. The Chairman asked if there had been any hints regarding ALRW generating its own chlorine feed-stock on site would be within reach. Mr. Munro said that it is within reach. From initial analysis generating chlorine is very labor intensive and requires a lot of babysitting. A full-time employee would be dedicated to generating that chlorine. He added that nothing has been ruled out at this point in the design service.

Acting CUE Reports & Action Items

Mr. Munro said that he has been in contact with Mayor Zilka regarding hosting a tour of the Water Filtration Plant for the Managers and Mayors group. A few dates have been proposed for the summer and Mayor Zilka will confirm one of those dates.

Mr. Munro said that Mr. Collins has been working on getting quotes on a new cleaning contract for the administration building. He said staff has received several proposals and is looking to narrow down the list.

Mr. Munro also said that he will be attending the One Water Ohio State Conference which will be held in Cincinnati, OH from July 26th through July 29th. Due to the pandemic in 2020 there were several ALRW employees with licenses that had difficulties in receiving their continuing education credits. He said because of this there will be a few ALRW employees in attendance at the conference. He added that HDR submitted an abstract for the Risk and Resiliency Planning that took place in 2020, and that he and Mr. Yuronich will be giving a presentation on that project.

Member Reports

The Chairman said that he will be out of town for the next meeting and Mr. Rush will be the Acting Chairman of the July 6th meeting.

Miscellaneous

The Chairman said that based on Mayor Zilka not being able to be heard earlier in the meeting he thinks the Board Room will need a floor-standing microphone for members of the audience.

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 legal matters and include the Acting CUE and Technical Support Specialist.

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

Nays: None

Motion carried.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 7:48 PM.

Ayes (per voice vote): Abram, Dzwonczyk, Phillips, Rush, and Schnabel.

Nays: None

Motion carried.

Approved _____ 2021.

John Dzwonczyk, Chairman

Robert Munro, Clerk