

Board of Municipal Utilities
Meeting Minutes
July 7, 2020
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:40 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 Mr. Rush.

Excused: Mrs. Schnabel.

Also present: CUO Munro, Community Outreach Specialist Arnold, Technical Support Specialist Collins, and Mayor Zilka.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the June 16, 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

None

Expenditures

Following review of expenses dated June 16, 2020, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of June 16, 2020:

Water Fund 701	\$	328,250.73
Wastewater Fund 721	\$	260,455.30
MOR Fund 703	\$	31,482.19
MOR Fund 762	\$	10,580.60
LORCO Fund 749	\$	8,523.57

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

Nays: None

Motion carried.

Effluent Flow Diversion Project

The CUO informed the Board that Avon Lake Regional Water received an amended NPDES discharge permit from the Ohio Environmental Protection Agency (OEPA) earlier in the year. This permit would allow the Water Reclamation Facility (WRF) to discharge disinfected plant effluent to the existing 108-inch storm sewer that runs north to Lake Erie. The CUO said that in order to accomplish this, a flow diversion structure must be constructed and installed. He said that the project will be available for public bid beginning July 9, 2020, and the final bids will be due on July 30, 2020. The CUO stated that at the August 18th meeting, staff will have a recommended contract for approval. He added that the project is eligible for zero percent interest funding through OWDA.

The Chairman stated that the preference would be for the zero interest funding from OWDA instead of paying cash for the project. The Chairman asked where the project would be visible. The CUO stated that the structure would be on the property closer to the Durrell Ave and would not require any road closures. The Chairman clarified that this would increase the capacity of the Water Reclamation Facility. The CUO confirmed that this will increase the capacity of the facility due to being able to divert treated effluent into the storm sewers. He also said that the OEPA was very supportive and impressed with Avon Lake Regional Water's ingenuity with the project.

Q2 Budget Performance Report

The CUO stated to the Board that the revenues for Avon Lake Regional Water is increased from 2019. He said that this is in part to the rate increase but also due to the increased usage with more individuals working from home during the COVID-19 pandemic. As of June 2020, there have been 147 million gallons more of water going out than as of June 2019. The CUO stated that staff expects there to be an increased usage for the month of July in particular with the lack of rain for almost 14 days. The Technical Support Specialist gave a brief overview of the highlights emphasizing not only the increased revenue, but the significant decrease in expenditures from 2019 to 2020 at this time. He said that there were a number of areas where the Board had issue with exceeding the budget, and with that particular focus, those expenditures have stayed well below the budget.

Mr. Abram asked when the Board would be able to see the financial statement for LORCO. The Technical Support Specialist stated that he had been communicating with Gene Toy, and he would be able to provide those updated financials at the next meeting. The Chairman asked when the next meeting with Mr. Toy would be. The CUO informed the Board that staff was scheduling a meeting in October for Mr. Toy to come before the Board. Mr. Rush asked that in the next Budget Performance Report that a column showing the percentage of budget used or percentage of budget remaining be included.

Project Updates

Redundancy & Future Capacity Project: The CUO told the Board that HDR will be presenting an update to the Board at the June 16th Work Session.

Residuals Master Plan: The CUO said that Hazen and Sawyer have provided staff with the finalized Residuals Master Plan report for review. A meeting is scheduled to discuss a plan for navigating the remaining steps.

Orthophosphate Point-of-Application: The CUO stated that the project was postponed due to the inability to congregate for a pre-bid walk-through due to COVID-19 restrictions. He said that at

the end of the summer and beginning of fall, staff will put the project out for bid again. The Chairman asked what the market was like for these projects. The CUO informed the Board that it varies considerably depending on the project with some contractors being extremely busy

CUE and CUO Reports

The CUO said that he attended the Zoning Board of Appeals meeting regarding the electronic sign at the Water Filtration Plant. He said that staff has requested variance on the sign and that has been approved. He added that the Engineering Services Manager Jack Gaydar is finishing up the sighting triangles for the exact location of the sign.

The CUO added that the Board received pictures of the monument for the 45's Project. He said that it is complete and installed. All of the work, besides the wrap on the monument, was completed by staff.

The CUO followed up on a question that was asked at the previous Board meeting regarding the agreement for the Facility Planning Area modification for LORCO and the Pine Brook Golf Course. He said that as the agreement is written it is proposed for one connection for the golf course. He added that this is also only a temporary Facility Planning Area modification, which means that if Elyria would extend their sewers out to that area, the golf course would become customers of Elyria again.

Member Reports

None.

Miscellaneous

None.

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 CUO, Technical Support Specialist, and the Community Outreach Specialist.

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

Nays: None

Motion carried.

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

Mr. Phillips moved, and Mr. Abram seconded, that in the event of the unavailability or incapacity of the Chief Utilities Executive for seven or more days, the Chief of Utility Operations assumes the duties and responsibilities of the Chief Utilities Executive.

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

Nays: None
Motion carried.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 7:46 PM.

Ayes: Abram, Dzwonczyk, Phillips, and Rush.
Nays: None
Motion carried.

Approved _____ 2020.

John Dzwonczyk, Chairman

Rob Munro, Acting Clerk