

Board of Municipal Utilities
Regular Meeting Minutes
September 6, 2016
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:30 PM.

Present: Mr. Dzwonczyk, Mr. Rush, Mr. Rickey, Mr. Berner and Ms. Schnabel.

Also present: Chief Utilities Executive Danielson, Chief of Utility Operations Eberle, WPCC Manager Baytos, and resident Erin McDevitt-Frantz.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the August 16, 2016 meeting and with no changes, additions or corrections noted, ordered the minutes to stand and be distributed as presented.

Public Speakers – None.

Correspondence – None.

Expenditures

Following review of expenses dated September 6, 2016 for funds and amounts as follows, Mr. Rush moved, Mr. Rickey seconded, that all be approved and paid per budget:

Water Fund 701	\$	280,522.23
Wastewater Fund 721	\$	265,078.39
MOR Fund 703 ETL1	\$	20,206.01
MOR Fund 762 ETL2	\$	18,890.59
LORCO Fund 749	\$	7,544.19
Sewer Const 724	\$	53,520.00

Ayes: Berner, Dzwonczyk, Rickey, Rush, Schnabel

Nays: None

Motion carried.

Chemical Optimization Study

After extensive discussions about the pending lead-in-drinking-water regulations, Ms. Schnabel moved and Mr. Rickey seconded to authorize the CUE to amend the current agreement with MWH Americas to include a study to optimize chemical addition at the Water Filtration Plant for a fee of \$42,000. The Board further requested the CUE provide an update on the pending legislation following the meeting he will attend with Ohio EPA on September 9, 2016.

Ayes: Berner, Dzwonczyk, Rickey, Rush, Schnabel
Nays: None
Motion carried.

Option to Purchase

Staff presented a request to the Board to purchase a piece of property for the proposed emergency booster pumping station to allow water to flow either to or from Elyria during times of emergency. After discussion about the appropriateness of the price and the cost split between Elyria, Rural Lorain County Water Authority, and Avon Lake Regional Water, Ms. Schnabel moved and Mr. Dzwonczyk seconded to authorize the CUE to exercise the option to purchase a portion of land that is part of the existing parcel 05-00-083-000-017 located near the intersection of West Ridge and Dellefield Roads for a sum of \$40,000.00. Ms. Schnabel further moved and Mr. Dzwonczyk seconded to authorize the CUE to make other collateral expenditures necessary such as surveying, a title examination, and the like for the purchase of this property.

Ayes: Berner, Dzwonczyk, Rickey, Rush, Schnabel
Nays: None
Motion carried.

ETL2 Easement

Following direction from the Board at its previous meeting, staff revised its request to now purchase an easement, rather than property in Kenwyn Village for additional setback from the ETL2 line. After significant discussion about the fairness of the price, members concurred that the additional easements would make two lots unbuildable and that reasonable alternatives have been investigated. Mr. Berner then moved and Ms. Schnabel seconded to authorize the purchase of easements on two parcels of land in the City of Avon known as Kenwyn Village Sub lot 16 (PP# 04-00-003-103-072) and Sub lot 17 (PP# 04-00-003-103-073) for a total cost of \$179,175.00 to provide additional setback from the ETL2 42" high service Water Main.

Ayes: Berner, Dzwonczyk, Rickey, Rush, Schnabel
Nays: None
Motion carried.

Interns

The CUE presented a request to pay college interns up to \$18.00 per hour in order to be competitive in the greater-Cleveland marketplace. This led into a discussion regarding the various temporary positions Avon Lake Regional Water employs. The CUE indicated he would develop stricter guidelines and definitions regarding the different programs for hiring temporary positions. Mr. Dzwonczyk then moved and Mr. Rush seconded to authorize the CUE to employ interns within city established human resource guidelines at Avon Lake Regional water at pay rates up to \$18.00 per hour, with each intern working fewer than 30 hours per week on an annual average. However, following additional discussion regarding the order of Board and HR Committee/Council approval, Mr. Dzwonczyk moved and Mr. Rush seconded to table the forgoing motion until September 20, 2016.

Ayes: Berner, Dzwonczyk, Rickey, Rush, Schnabel
Nays: None
Motion carried.

Biller/Bookkeeper I

Following an internal posting to fill the Biller/Bookkeeper I position, staff determined Kristin Gomez to be the most qualified candidate to fill the position. Discussion ensued regarding the ability to promote her from an unclassified position to a classified position. Board members eventually opted to let the Civil Service Commission determine whether Ms. Gomez could be appointed to the position. Therefore, Mr. Rush moved and Mr. Rickey seconded to confirm the appointment of Kristin Gomez as Biller/Bookkeeper I, Step 1A, effective immediately after civil service certification.

Ayes: Berner, Dzwonczyk, Rickey, Rush, Schnabel
Nays: None
Motion carried.

Reports/Updates

Collection System Evaluation: At its March 1, 2016 meeting, the Board authorized staff to enter into a contract with Brown and Caldwell for a collection system evaluation that would determine how well the sewer and lateral separations are removing stormwater from the sanitary sewer system and provide recommendations on a path forward for addressing the combined sewer in the Stop 45 area. Due to a very dry summer, staff has requested Brown and Caldwell continue the flow monitoring and is negotiating a scope and price for the additional work. In an upcoming meeting, staff will request the Board authorize an amendment to the contract.

Temporary, Part-time Inspector: Due to NPDES permit requirements, Avon Lake Regional Water must have an industrial pretreatment program. The renewed NPDES permit has certain inspection timelines that existing staff will not be able to meet. Therefore to adhere with permit requirements, the CUE will hire a part-time, temporary inspector at \$19.00/hr for fewer than 30 hours per week on an annual average. The inspector, Brian Helke, has been summer help for Avon Lake Regional Water, has relevant certifications including HAZWOPER and Confined Space, and is intended to be placed in that position.

Lateral Loan Program: Since the last Board meeting, three additional agreements for the Lateral Loan Program have been executed, bringing the total to six properties, with \$19,200 committed so far.

Chairman/Committee/Members Reports

Mr. Rush attended the HR committee meeting. Mr. Rush provided CUE Danielson with some information that will be distributed to the board appropriately.

Mr. Rickey attended the last LORCO board meeting. He reported positive feedback. Mr. Rickey will also attend the meeting on September 8, 2016.

Chairman Dzwonczyk reported he will attend the Sewer Committee meeting September 8, 2016.

CUE Report

Mr. Rickey requested an update on the water tower. CUO Eberle reported the water tower will start pouring concrete again on September 7, 2016.

Miscellaneous

None.

Adjourn

As there was no further business, Mr. Rush moved, Mr. Rickey seconded, that the meeting adjourn at 8:53 PM.

Ayes: Berner, Dzwonczyk, Rickey, Rush, Schnabel

Nays: None

Motion carried.

Approved September 20, 2016

John G. Dzwonczyk, Chairman

Todd A. Danielson, Clerk