

Board of Municipal Utilities
Meeting Minutes
September 18, 2018
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 7:08PM.

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

Also present: CUE Danielson, CUO Munro, Community Outreach Specialist Arnold, Councilmember Fenderbosch and Councilmember Zuber.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the September 4, 2018 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 September 4, 2018, for funds and amounts as follows, Mr. Abram moved, Chairman Dzwonczyk seconded that all be approved per budget. The Board questioned the Wastewater Fund 721 expenditure from Jones and Henry Laboratories. Mr. Abram moved to amend his motion to exclude the Jones and Henry expenditure from the Expenses, Mr. Phillips seconded.

Water Fund 701	\$	265,448.15
Wastewater Fund 721	\$	165,883.89
MOR Fund 703	\$	15,948.90
MOR Fund 762	\$	15,412.77
LORCO Fund 749	\$	42,336.13
Water Construction Fund 704	\$	20,613.25
Lateral Loan Fund 765	\$	33,400.00
Wastewater Construction	\$	142,450.50

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel

Nays: None

Motion carried.

Following review of expenses dated September 18, 2018, for funds and amounts as follows, Chairman Dzwonczyk moved, Mr. Phillips seconded that all be approved per budget:

Water Fund 701	\$	253,831.23
Wastewater Fund 721	\$	140,666.92
MOR Fund 703	\$	219,479.61
MOR Fund 762	\$	401,829.07
LORCO Fund 749	\$	8,280.00
Water Construction Fund 704	\$	16,000.00
Lateral Loan Fund 765	\$	33,400.00
Wastewater Construction	\$	225,704.30

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel

Nays: None

Motion carried.

WPCC Rehabilitation Project Contingency

In April 2016, the Board awarded the WPCC Rehabilitation Project to MWH Constructors for a contract value of \$33,229,029.00. This value did not include any contingency amount. (In August 2016, the Board adopted the policy to include contingency with project awards.) As discussed in the work session, there is additional work that Avon Lake Regional Water would like the contractor to perform while on site, protect and enhance the investment, and capitalize upon the contractor being mobilized and the 0.45% interest rate. In order to do so, the CUE requested the Board authorize him to execute change orders for out of scope work and/or execute new contracts for up to 5% of the contract value and pay for those changes through the existing loan. As required by the August 2016 policy, the CUE will provide informational updates regarding the work authorized.

Mr. Rush moved and Mr. Phillips seconded to authorize the CUE to execute change orders for out-of-scope items or enter into additional contracts for the Water Pollution Control Center Plant Improvements Project valuing up to \$1.7 million.

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel

Nays: None

Motion carried.

Employee Anniversary – Robert Lulfs

Robert Lulfs completed his one-year probationary period as an Operator at the Water Filtration Plant. He had acceptable performance and will receive the required step increase at his one-year anniversary.

Strategic Plan Update

The CUE briefed the Board on strategic planning efforts and discussed progress made by staff regarding the 2015 – 2018 strategic plan. He indicated that staff will conduct a full-day workshop with Tri-C on September 26 to begin the 2019 – 2022 strategic plan. As they reach a stage in the drafting process where he is able to share it with the Board, he will. Member Abram indicated he would like for the Board to receive regular updates about strategic plan priorities, and the CUE indicated he would do so on an annual basis.

Project Updates

45 Project: Driveway aprons and tree lawn restoration is progressing. The 45 Project is 64% complete as of August 31, 2018.

Curtis Area Sanitary Sewer Rehabilitation Project: Paving began on Monday, September 17, 2018, and will continue through the week, with driveway apron restoration following that. The Curtis Project is 65% as of September 12, 2018.

Wastewater Plant: At the most recent construction progress meeting it was discussed that Avon Lake Regional Water staff will work to provide an updated punch list to the contractors. Some out-of-scope items have been discussed and will be paid for out of the contingency account.

Lateral Updates

The lateral separation program continues to progress. As of September 13, 2018, letters have been sent to 3,059 residents indicating that they may have clean water entering their sanitary lateral and requesting Avon Lake Regional Water be contacted to determine whether this may be the case. To date, 2,965 (97%) have responded (up 8 since 9/4/18, an average of ~4/wk). Of the 2,965, 2,498 either have come into compliance or were already in compliances (up 26, or ~13/wk) and 467 either have problems or are believed to have problems. By extrapolation, approximately 530 (467 + ~67% of homes not inspected) may need to do some work to come into compliance.

As of September 13, 2018, 18 of the homeowners with the 11/30/18 deadline have yet to respond and have their free inspection. It is anticipated, approximately 191 need to do some work to comply by 11/30/18 (~18/wk).

The total executed Lateral Loan Program agreements are now at 320 (up 4, or 2/wk) with \$1,117,848 committed and \$786,540 paid to contractors so far. The average loan request is for approximately \$3,472. Cumulatively, 221 of the 695 (32%) whom have separated laterals have used the lateral loan program.

Communications

September 15, 2018, Avon Lake Regional Water participated in Big Trucks event with the City of Avon Lake. Avon Lake Regional Water had a number of vehicles on display and water jugs on hand for public use.

CUE/CUO Report and Action Items

Action items were presented with the write-up. Action Items are available on the Board Dashboard webpage.

Chairman/Committee/Member Reports

None

Miscellaneous

None.

Adjourn

As there was no further business, Mr. Rush moved, Mr. Abram seconded, that the meeting adjourn at 7:33PM.

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel

Nays: None

Motion carried.

Approved October 9, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk