

Board of Municipal Utilities
Regular Meeting Minutes
October 3, 2017
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. Phillips, Mr. Rickey, Mr. Rush, and Mrs. Schnabel.

Also present: WPCC Manager Baytos, Community Outreach Specialist Arnold, Customer Service Clerk Farch, Mayor Zilka, Councilmember Fenderbosch, and Council Candidate Zachary Arnold.

Due to CUE Danielson's absence and per the Board's 2016-2017 organizational meeting, WPCC Manager Baytos served as Acting Clerk.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the September 19, 2017, regular meeting and with no changes, additions or corrections noted, ordered that the minutes stand and be distributed as presented.

Public Speakers

Mr. Zachary Arnold said he is a current Council-at-Large candidate in this November's election and thanked the Board for the opportunity to introduce himself. Chair Dzwonczyk then recognized that Mr. Rickey and Mr. Rush also running for re-election to this Board.

Correspondence

None.

Expenditures

Following review of expenses dated October 3, 2017, for funds and amounts as follows, Mr. Rickey moved, Mrs. Schnabel seconded, that all be approved and paid per budget:

Water Fund 701	\$	213,174.65
Wastewater Fund 721	\$	166,021.80
MOR Fund 703	\$	21,026.28
MOR Fund 762	\$	6,521.00
LORCO Fund 749	\$	336.29
Waterworks Construction Fund 704	\$	40,000.00
Waterworks Construction Fund 724	\$	139,017.00
Lateral Loan Fund 765	\$	17,860.00

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

Curtis Drive

A Curtis Drive resident's request for an extension of the lateral separation deadline was presented for the Board's consideration. CUE Danielson explained in this meeting's write-up that Curtis is one of the original 25 (known) streets that doesn't have an accessible storm sewer for residents. The City has thus far been working individually with residents to establish connections to the storm sewer, and as was done for Mull and Norman during the rehabilitation project in 2016, the City will be partnering with Avon Lake Regional Water on the upcoming 2018 Curtis rehabilitation project to install storm laterals and/or provide an accessible storm sewer. The Sewer Committee of Council is currently discussing the potential level of City involvement to assist with accessibility regarding the other streets so affected. The CUE therefore recommended postponing the Curtis lateral separation deadline until February 1, 2019, and that the Board also consider something similar for the remaining streets without access. Mr. Rickey said he was unaware that areas of concern existed in addition to the upcoming 45s project and questioned who will bear the expense. Chairman Dzwonczyk explained that the streets in question have separate storm and sanitary sewers, however storm connections are currently unavailable to property owners. The targeted separation areas have been projects where combination sewers have been separated, converted to storm sewers, and the lateral connections provided as part of the projects. Avon Lake Regional Water's mandated deadline for the elimination of sanitary overflows prompted the established separation deadlines, and Chairman Dzwonczyk noted the Board thereby responsible to act on this resident's request. Mrs. Schnabel moved, Mr. Phillips seconded, to delay the deadline for customers to separate laterals on Curtis Drive from February 1, 2018 to February 1, 2019.

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

Mr. Rickey asked that a list of the other streets involved in this scenario, and their separation deadlines, be provided and scheduled for discussion at the Board's next meeting.

Reports/Updates

Lateral Loan Program

Conversation regarding Muni-Link's recently reported ability to bill owners and tenants respectively for lateral loan versus usage charges resulted with the presentation of the Lateral Loan Agreement Articles 5.5 and 7.2 in the meeting's write-up. Article 5.5 addresses situations where the homeowner and resident are the same, and Article 7.2 where the homeowner is a landlord with a tenant residing at the property and responsible for usage charges. All members believe that the language fits the intent and the possible means of collection of unpaid balances clearly stated as established by Avon Lake Regional Water's Rules and Regulations. However all agreed that each instance of default could be potentially different, and therefore the collections action also

potentially different. Mr. Rush asked that a copy of the entire Lateral Loan Agreement be made available at their next meeting for clarification and further discussion.

Project Updates

WPCC Manager Baytos updated the following projects verbally and by copy of the write-up:

- ◆ *Water Tower:* Internal bowl painting is complete and crews are working on electrical and piping.
- ◆ *Water Plant:* Working on the last item, a meter install.
- ◆ *Corrosion Control:* Phosphate addition is on-going. Water remains clear in the distribution system; however elevated turbidity levels (approaching allowed limits) have reduced the dosage rate to counteract that issue. Staff is working with the consultants and reaching out to several others to identify the most appropriate path forward.
- ◆ *Wastewater Plant:* The final alum clarifiers and recycle systems should be operational within a week. Concrete work for the screenings building is complete, and brick work is starting. Headworks pumps are on site and should be operations by year's end.
- ◆ *Elyria Pump Station:* Design is progressing and hope to bid during the spring. Chairman Dzwonczyk asked that an update on this project be given at their next meeting.

Lateral Updates

Sewer lateral separation and loan program numbers were updated by this meeting's write-up.

CUE Action Items

The following responses to questions previously asked by the Board were presented by copy of this meeting's write-Up:

- ◆ *Lake Erie Diving invoice:* The invoice approved at the last meeting related to cleaning out the 36" intake crib, fixing some of the copper cladding that had been damaged, and repairing the inspection hatches.
- ◆ *AWWA membership:* Membership is extended to managers and water plant operators. The CUE has inquired with AWWA regarding group discounts, etc., and it appears there are ways to either reduce expenses or improve benefits for a similar expense. The CUE is investigating tradeoffs.
- ◆ *Ways to reduce numbers of customers shut off for non-payment:* At the suggestion of the Chair, the CUE spoke with the Mayor about the potential for police officers to knock on the doors of customers whom have not paid in order to serve a dual purpose of both a wellness check and assuring customers know that they will have their water shut off if payment is not made. The Mayor indicated that though a wellness check could be beneficial, the potential numbers of homes they would need to visit would be more than their existing staffing could handle. Avon Lake Regional Water currently sends out the bill, a second notice, and a shutoff notice. In addition, two to three robo-calls are made during the week leading up to shutoffs, and the robo-calls have significantly reduced the number of customers turned off.

Chairman/Committee/Member Reports

- ◆ The Chair asked that a brief Executive Session be added to this evening's agenda to discuss legal matters. There were no objections.

- ◆ Mrs. Schnabel reported that details are being finalized with Tri-C and a contract should be signed soon. Their focus will initially be on the office and leadership, with training on operational processes and procedures introduced slowly next year. In response to the Chair's request, Tri-C will be asked to make a presentation to the Board, inclusive of their intended time frames, at a future meeting.

Public Speakers

Mayor Zilka said that a Country Club Drive resident recently questioned him about low water pressure in his neighborhood. The resident's North Ridgeville based sprinkler service company told him that the water pressure in the southeast end of Avon Lake is "notoriously low". Staff responded that they are unaware of any complaints, and Mr. Phillips, a resident of that area, offered that he has had no problems at his home or with his sprinkling system.

Executive Session

Mr. Rush moved, Mr. Rickey seconded, to meet in Executive Session as allowed by ORC 121.22 (G)(4) to discuss legal matters.

Ayes per roll call vote: Dzwonczyk, Phillips, Rickey, Rush, Schnabel
Nays: None
Motion carried.

The Board reconvened at 7:45 PM.

Adjourn

As there was no further business, Mr. Rush moved, Mr. Rickey seconded, that the meeting adjourn at 7:45 PM.

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

Approved October 17, 2017

John G. Dzwonczyk, Chairman

Stephen C. Baytos, Acting Clerk