

Board of Municipal Utilities
Meeting Minutes
October 9, 2018
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 7:19PM.

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

Also present: CUE Danielson, CUO Munro, Resident Bill Joy and Resident Jackie Kish.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the September 18, 2018 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

Jackie Kish of 149 Mull spoke to the Board about her bill which she feels is too high. Avon Lake Regional Water offered to do a five (5) gallon fill test at the meter to see if it is moving.

Bill Joy of 239 Avon Belden spoke to the Board about the minimum charge for water as he is often under the minimum amount. Mr. Joy would prefer Avon Lake Regional Water specifically call out a minimum service fee on the water bills.

Correspondence

Mr. Rush reviewed correspondence from James Circle requesting clarity with the sewer separation language. Chairman Dzwonczyk referred to an email from a Belmar resident regarding his upcoming sewer separation date.

Expenditures

Following review of expenses dated October 9, 2018, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$	246,125.16
Wastewater Fund 721	\$	238,062.02
MOR Fund 703	\$	13,016.17
MOR Fund 762	\$	18,984.76
LORCO Fund 749	\$	14,150.54
Water Construction Fund 704	\$	662.40
Lateral Loan Fund 765	\$	20,000.00
Wastewater Construction	\$	44,336.10

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

Sewer Lateral Path Forward

Based upon discussion at the work session, the CUE will seek approval by the Board regarding a revised sewer lateral path forward at the next Board meeting.

Lockbox and E-lockbox

At the July 10, 2018, meeting, staff presented information about the move from processing payments by staff to processing payments through Huntington Bank with lockbox and e-lockbox. Members were comfortable with moving forward and requested additional details. Because the contract had been executed by the Finance Director in May, rather than providing additional information prior to contract approval, the CUE will monitor the time savings and additional expenses during the first year of implementation and report back to the Board regarding whether the anticipated overall savings have been or will be realized.

Mr. Abram moved, Mr. Rush seconded to ratify the agreement with Huntington National Bank to prove lockbox and e-lockbox services and review the efficacy of continuing on in one year.

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel

Nays: None

Motion carried.

Brown & Caldwell Contract Amendment

At the July 10, 2018, meeting the CUO discussed Avon Lake Regional Water's intention to continue the contract with Brown & Caldwell relating to the Long Term Control Plan (LTCP) and wet weather system issues. Staff met on Friday October 5th to discuss and agree on the proposed scope of the project. The CUO plans to present the updated scope and budget for approval at the October 16, 2018, meeting.

Old Water Tower Demolition

Members from Avon Lake Police and Fire Departments along with representatives from Avon Lake Regional Water met on October 5th to discuss project coordination and public communications. Lycoming Supply is scheduled to mobilize to the site on Monday, October 22nd to begin site prep work. Demolition drop of the tower is scheduled for Tuesday, October 23rd between 9:00 am – 4:00 pm. Once on the ground, the dismantling of the tower will continue on Wednesday, October 24th and clean-up of the site will be completed on Thursday, October 25th and Friday, October 26th. Walker Road will be closed on Tuesday, October 22nd from Moore Rd. to Avondale between the hours of 8:00 am – 6:00 pm. Avon Lake Regional Water staff will hold a "Pop-Up" Community Meeting on Saturday, October 13th from 9:00 am – 11:00 am directly adjacent to the project site to inform residents on the details of the project. Letters will also be sent out on Monday, October 8, 2018 to all residents in the Powdermaker neighborhood detailing the project details.

Project Updates

45 Project: During the week of October 8th, the crew began sanitary sewer work on Lakewood. Also, the crew will be doing the topcoat paving for Vanda, Lakeview, Oakwood, South Point (between Grove and just north of Gedeohn), Overlook (sections paved during South Point paving), Electric (between Lear and South Point) and Lake Road (between Lear and South

Point) as early as Thursday or Friday. If paving does not occur these days, paving will occur the week of October 15th.

Curtis Area Sanitary Sewer Rehabilitation Project: Possibly as early as Thursday, October 11th or October 12th, the crew will be doing the topcoat paving.

Elyria Interconnection Project: Assembly of the booster station building is almost complete and is scheduled to be delivered to the project site the week of October 8, 2018. Once the building is placed on-site, construction of necessary utilities will commence. Rather than a ground-breaking, a ribbon-cutting ceremony is being scheduled because the actual construction schedule indicates substantial completion within a matter of weeks.

Wastewater Plant: Staff continues to work with CDM and MWH to negotiate pricing on change orders to be paid out of the contingency account. Work on punch list items for HVAC and the SCADA system continue as well.

Lateral Updates

The lateral separation program continues to progress. As of October 5, 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, 2,973 (97%) have responded (up 8 since 9/13/18, an average of ~3/wk). Of the 2,973, 2,519 either have come into compliance or were already in compliances (up 21, or ~7/wk) and 454 either have problems or are believed to have problems. By extrapolation, approximately 512 (454 + ~67% of homes not inspected) may need to do some work to come into compliance.

As of October 5, 2018, 14 of the homeowners with the 11/30/18 deadline have yet to respond and have their free inspection. It is anticipated, approximately 182 need to do some work to comply by 11/30/18 (~17/wk).

The total executed Lateral Loan Program agreements are now at 321 (up 1) with \$1,143,798 committed and \$813,140 paid to contractors so far. The average loan request is for approximately \$3,477. Cumulatively, 226 of the 700 (32%) whom have separated laterals have used the lateral loan program.

Miscellaneous

Mr. Abram stated that Avon Lake Regional Water has a piece of property located on the north side of Lake Road between Jaycox and Harvey Parkway. Mr. Abram said the property is to remain open space and be maintained by Avon Lake Regional Water. The property is located adjacent to the Jaycox Road Stormwater Outfall Sewer. Mr. Abram mentioned that the property does not look like it is open and asked that Avon Lake Regional Water look into it.

CUE/CUO Report and Action Items

Action Items were as presented with the write-up and available on the Board Dashboard.

Executive Session

The CUE requested to meet in executive session with the Board to discuss legal matters.

Mr. Rush moved, and Mr. Abram seconded to meet in executive session as allowed by ORC 121.22 (G) to discuss legal matters and to include the CUE and CUO.

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

Nays: None

Motion carried.

Board reconvened at 9:20PM.

Adjourn

As there was no further business, Mr. Rush moved, Mr. Abram seconded, that the meeting adjourn at 9:22PM.

Ayes: Abram, Dzwonczyk, Phillips, Rush, and Schnabel

Nays: None

Motion carried.

Approved October 16, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk