

Board of Municipal Utilities  
**Meeting Minutes**  
**October 15, 2019**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 7:07 PM.

Present: Mr. Abram, Mr. Dzwonczyk, and Mr. Rush.

Also present: CUE Danielson, CUO Munro, Technical Support Specialist Collins, and Bruce Rinker of Mansour Gavin.

***Approve Minutes***

Chairman Dzwonczyk presented the minutes of the October 1, 2019, 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 October 15, 2019, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of October 15, 2019:

Water Fund 701	\$	226,989.62
Wastewater Fund 721	\$	206,477.71
MOR Fund 703	\$	18,572.02
MOR Fund 762	\$	12,870.97
LORCO Fund 749	\$	2,753.20
Lateral Loan Fund 765	\$	15,600.00
Wastewater Construction Fund 724	\$	214,017.24

Ayes: Abram, Dzwonczyk, and Rush.

Nays: None

Motion carried.

***Redundancy & Future Capacity***

The CUE presented to the Board the Scope and Budget for Redundancy and Future Capacity plan from the engineering firm HDR. He said that the discussion from the work session was very productive and informative. The Chairman stated that the entirety of the one hour work session

was used to answer the questions from the Board. Mr. Rush stated that it is a large amount being invested, but a large portion of the costs will be reimbursed through the ETL consortium.

Mr. Rush moved, and Mr. Abram seconded, to authorize the CUE to execute a contract with HDR to complete the Redundancy & Future Capacity Plan on a time and materials basis for up to \$725,329.00, with add-on options presented in the Scope of Work requiring separate approval.

Ayes: Abram, Dzwonczyk, and Rush.

Nays: None

Motion carried.

### ***Phone System***

The CUO informed the Board that after evaluating phone system providers, staff recommends Cincinnati Bell Telephone Systems, or CBTS, as the vendor. He said that CBTS offers a hosted, cloud-based phone system. By upgrading our current phone system to this new phone system, Avon Lake Regional Water will be able to reduce the monthly recurring costs for phone service by having one system, instead of three separate systems. The CUO included that CBTS is part of the State of Ohio Telecommunications contract. He said that in total, the hardware, engineering, training and implementation costs for this new system are \$28,993.77.

Mr. Rush asked how much would be saved by switching to CBTS and using a cloud based system. The CUO informed the Board that it would require two years to get a full return on Avon Lake Regional Water's investment. Mr. Rush asked what hardware was needed. The CUO stated that staff would be getting new phones, switches, and a few items. Everything else will be managed by CBTS. The Chairman asked if the price includes a warranty. The CUO stated that it does include a warranty; and it also provides training, design, and support for staff. He also said that there will be customized on-hold messaging. The Chairman also asked if the line being installed was a T1 line. The CUO informed the Board that right now a 500 mbps line was coming in from Spectrum, and a backup line would be installed to provide support.

The Chairman moved, and Mr. Abram seconded, to authorize the purchase of a new phone system from CBTS at a cost of \$28,993.77 and also authorize a contingency allowance of 5% for out of scope items as authorized by the CUE.

Ayes: Abram, Dzwonczyk, and Rush.

Nays: None

Motion carried.

### ***Senior Operator***

The CUE informed the Board that the Senior Operator job description was presented to the Board during its September 3rd work session. He said that the HR Committee unanimously voted for its consideration by Council, and that the job description is scheduled to be approved

on October 28th. The CUE requested that the Board consider and approve the Senior Operator job description so that it may be approved by Council.

Mr. Rush moved, and Mr. Abram seconded, to approve the job description for Senior Operator.

Ayes: Abram, Dzwonczyk, and Rush.

Nays: None

Motion carried.

### ***Lateral Separation Update***

The CUO informed the Board that of the four outstanding properties with water meters and laterals that have not been separated, Avon Lake Regional Water's staff remains confident that three properties are moving toward completion. He also said that there is a court date on October 24th for the fourth property. The CUO also stated that staff has been completing file review and has scheduled a contractor to address lateral issues and allow required conversion of combination sewers to storm sewers by year's end.

### ***Residuals Master Plan***

The CUE informed the Board that the Residuals Master Plan that the Board authorized to be completed by Hazen is continuing its progress. He said a recommended path forward is scheduled to be presented early in 2020. The CUE stated the staff met with Hazen on October 8th regarding the initial screening of alternatives for residuals management. He said that based upon their initial assessment, the number of biosolids/alum residuals treatment alternatives for consideration has been reduced to six, with a few permutations. He also said that Hazen will continue refining the alternatives for consideration to help Avon Lake Regional Water staff better understand how the alternatives and present them to the Board.

### ***Project Updates***

*45 Project:* The CUO informed the Board that the contractor will finish the remaining concrete work and final preparations for stone berm and top coat paving. He said these final preparations will take place on the week of October 21st. The Chairman asked when the dedication will take place. The CUO stated that he has been working with the CUE and Community Outreach Specialist regarding the plaque, and once it is complete he will bring it before the Board. Mr. Abram added that the City of Avon Lake awarded a total of \$119,927.00 to a contractor to complete Overlook Park. He also said that Avon Lake Regional Water will be paying for \$40,000.00 of that total. Mr. Abram asked who negotiated the cost differential between the City of Avon Lake and Avon Lake Regional Water. The Chairman stated that the Board offered to pay half of the estimated \$80,000.00 for the playground equipment to replace what was removed.

*Avondale:* The CUO said that the work has been completed on Avondale.

### ***CUE and CUO Reports***

The CUE informed the Board that on October 2, he went to Columbus for the Ohio EPA Integrated Planning Workshop. He said that the workshop was productive, and he gave a presentation on the Lateral Separation program. He also said that the United States Conference

of Mayors asked that Avon Lake Regional Water write an article for them laying out the program and how it was so successful.

The CUE said that Friday, October 18<sup>th</sup>, was the 47th anniversary of the Clean Water Act of 1972.

The CUE informed the Board that on October 22nd, staff will be completing the next session of ISO-9001 training.

The CUE also stated that the staff's 10th Annual Chili Cook-off will be taking place on October 23rd for those Board members who wish to join.

### ***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 CUE, CUO, Technical Support Specialist Collins, and Attorney Bruce Rinker.

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

Nays: None

Motion carried.

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

### ***Adjourn***

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 8:12 PM.

Ayes: Abram, Dzwonczyk, and Rush

Nays: None

Motion carried.

Approved \_\_\_\_\_ 2019.

John Dzwonczyk, Chairman

Todd Danielson, Clerk