

Board of Municipal Utilities  
**Meeting Minutes**  
**October 16, 2018**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:48PM.

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

Also present: CUE Danielson, CUO Munro, Outreach Specialist Arnold, Councilman Zuber and former Board member Dave Rickey.

Excused: Mr. Phillips.

***Approve Minutes***

Chairman Dzwonczyk presented the minutes of the October 9, 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***

Councilman Zuber commented to the Board about a joint meeting that CUO Munro attended regarding City Force software that the City currently uses and a new Citizen Engagement App that is being developed. The CUO briefed the Board on the various components of City Force that he feels would be valuable for Avon Lake Regional Water and residents. This software would be a shared system with the City of Avon Lake Building, Zoning and Public Works departments. . The CUO will seek Board approval for the purchase of this software as part of the 2019 budget process.

***Correspondence***

None.

***Expenditures***

Following review of expenses dated October 16, 2018, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$	224,491.02
Wastewater Fund 721	\$	116,801.51
MOR Fund 703	\$	232,379.20
MOR Fund 762	\$	364,899.88
LORCO Fund 749	\$	17,321.51
Water Construction Fund 704	\$	9,700.25
Lateral Loan Fund 765	\$	24,600.00
Wastewater Construction	\$	40,771.75

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

### ***Lateral Path Forward***

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

Mr. Rush moved, Mrs. Schnabel seconded to adopt the Sewer Lateral Path Forward revision dated October 16, 2018, and to forward this document to City Council for their assistance and implementation.

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

### ***Project Updates***

*45 Project:* During the latter part of the week of October 15<sup>th</sup>, pending any weather issues, paving on Lake Road & Electric Blvd. (between Lear and South Point) will take place. Sanitary sewer work will continue on Lakewood during this week also.

*Curtis Area Sanitary Sewer Rehabilitation Project:* Pending any weather issues, paving is scheduled for Wednesday, October 17<sup>th</sup>.

*Elyria Interconnection Project:* EFI's excavation contractor has started the site work and should be pouring the building footers the week of October 15<sup>th</sup>. The station is due to be delivered the last week of October. The Community Outreach Specialist will coordinate with Board members to schedule the ribbon cutting ceremony.

*Old Water Tower Demolition:* The contractor is scheduled to be on site October 22<sup>nd</sup> for preparations and demolition is scheduled on October 23<sup>rd</sup>. Residents, businesses and safety forces have been informed of the demolition.

*Wastewater Plant:* MWH continues to work on punch list items and close-out change orders. Bay Mechanical and Electrical continues to complete the HVAC work. Work on cleaning the secondary digester should start within the next two weeks.

### ***Lateral Updates***

The lateral separation program continues to progress. As of October 11, 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 0 since 10/5/18). Of the 2,973, 2,522 either have come into compliance or were already in compliances (up 2, or ~2/wk) and 451 either have problems or are believed to have problems. By extrapolation, approximately 510 (451 + ~67% of homes not inspected) may need to do some work to come into compliance.

As of October 12, 2018, 10 of the homeowners with the 11/30/18 deadline have yet to respond and have their free inspection. It is anticipated, approximately 180 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 0) with \$1,145,798 committed and \$813,140 paid to contractors so far. The average loan request is for approximately \$3,475. Cumulatively, 231 of the 700 (32%) who have separated laterals have used the lateral loan program.

### ***Miscellaneous***

The Charter Review Commission invited the Board to a meeting on October 25, 2018, at 7:30PM. Mr. Rush and Mrs. Schnabel will represent the Board at the meeting.

Mrs. Schnabel and Mr. Rush suggested that the Community Outreach Specialist post an explanation on Facebook on Issue 22 which will be on the November ballot regarding the competitive bidding process for clarification.

### ***CUE/CUO Report and Action Items***

Action Items will be updated and sent to Board members in the next week or two.

### ***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, CUO and Community Outreach Specialist.

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

Nays: None

Motion carried.

Board reconvened at 8:35PM.

### ***Adjourn***

As there was no further business, Mr. Abram moved, Mr. Rush seconded, that the meeting adjourn at 8:36PM.

Ayes: Abram, Dzwonczyk, Rush, and Schnabel

Nays: None

Motion carried.

Approved November 6, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk