

Board of Municipal Utilities  
**Work Session Minutes**  
**November 15, 2022**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The Work Session was called to order at 6:00 PM.

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

Also present: CUE Munro, CUO Yuronich, Engineering Services Manager Gaydar, Facilities & Asset Manager Kimevski, Water Reclamation Facility Manager Hill, and Water Filtration Plant Manager Christopher.

***2023 Budget Presentation***

Mr. Munro presented the Board with the draft operating budgets for 2023. He said that all budgets are presented as balanced budgets and he is not proposing an increase for water or wastewater consumption rates. He noted that the water fund budget includes an increase in the water minimum service fee to offset some increases of fixed expenses. While water services has experienced significant cost increases, specifically with electric, natural gas, gasoline, diesel, and chemicals, he said that the team has done an exceptional job at finding efficiencies elsewhere to offset these increases.

Mr. Munro said that some items included in the budgets are the continual replacement of fleet vehicles, a new front-end loader, a new Bobcat track loader, and an increase to the water meter expense line. He said that all large diameter meters 2-inch and larger are being evaluated for replacement in 2023. The majority of these meters are over ten years old and these meters are generally high consumption users.

Mr. Munro asked Board members to please reach out to him or Mr. Yuronich with any questions on the budget. He said that he would like to have these budgets in front of the Board at the December 6, 2022 meeting for passage.

***New Job Descriptions***

Mr. Munro presented two new job descriptions to the Board for their consideration. These job descriptions are based on prior job descriptions with some editing. Mr. Munro said that he spoke with the union during negotiations regarding these job descriptions, and the proposed wage scale, and they are in accord. Mr. Munro said that he spoke with Mr. Dzwonczyk regarding the titles of the job descriptions of Engineering Specialist and Engineering Technician. Mr. Dzwonczyk and Mr. Rickey expressed concern that the titles might be in conflict with engineering licensure restrictions. Mr. Rickey asked Mr. Munro to include education requirements in the qualifications section of the job descriptions. Mr. Munro said he would like to incorporate the suggestions that Board members made regarding these positions and would bring them to the Board at a future meeting for approval.

***Adjourn***

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The work session adjourned at 6:47 PM.

Ayes (per voice vote): Abram, Dzwonczyk, Rickey, Rush, and Schnabel

Nays: None

Motion carried.

Approved December 6, 2022.

John Dzwonczyk, Chairman

Robert Munro, Clerk