

Board of Municipal Utilities
Meeting Minutes
November 17, 2020
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 7:20 PM following the Work Session. As allowed by the Ohio Legislature during the Governor’s declared emergency, the meeting was held using web-based video conferencing technology and streamed live over Facebook.

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

Also present: CUO Munro, Community Outreach Specialist Arnold, Technical Support Specialist Collins, Mayor Zilka, and Councilman Mark Spaetzel.

Approve Minutes

Chairman Dzwonczyk presented the Minutes of the November 3, 2020 regular meeting. With no changes, additions or corrections noted, he ordered that the minutes stand and be distributed as presented.

Public Speakers

Mayor Zilka stated that unless the Ohio Legislature acts to extend the emergency order on December 1, 2020, the order allowing Zoom for public meetings will expire. This will require the Board of Municipal Utilities to gather in-person at the next Board Meeting on December 1, 2020. He said he hopes that the legislature will act quickly to extend the emergency order.

Correspondence

None.

Expenditures

Following review of expenses dated November 17, 2020, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of November 17, 2020:

Water Fund 701	\$	113,075.45
Wastewater Fund 721	\$	121,099.60
MOR Fund 703	\$	212,720.94
MOR Fund 762	\$	350,444.61
LORCO Fund 749	\$	7,468.86
Water Construction Fund 704	\$	805,945.57
Wastewater Construction Fund 724	\$	118,740.87

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

Nays: None

Motion carried.

Digester Improvements

The Chairman stated that the discussion regarding the Digester Improvements took place during the Work Session that preceded the regular meeting. Mr. Rush moved, and Mr. Phillips seconded, to authorize the CUO to purchase the VFA Meter from Hach Company for the Water Reclamation Facility in the amount of \$44,453.61.

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

Nays: None

Motion carried.

Leadership Development

The CUO said that the discussion about the contract with Miles-Lehane occurred during the Work Session before the regular meeting. Mr. Phillips moved, and Mr. Rush seconded, to authorize the CUO to enter into a contract with Miles-LeHane in the amount of \$50,500 plus expenses.

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

Nays: None

Motion carried.

Project Updates

Redundancy & Future Capacity Project: The CUO informed the Board that HDR and staff are finalizing the budgetary costs for design engineering and will present them as part of the 2021 budget discussion with Board members.

Board Room Renovation: The CUO updated the Board that all audio and visual equipment has been delivered. Installation began on Tuesday November 10th. He said that not all of the mounting hardware for the cameras would work with the drop ceiling and new ones have been ordered which are expected to be delivered the week of November 16th.

CUO Reports & Action Items

Technical Support Specialist Collins updated the Board on three remaining action items. He said that staff has been working with McMahon-DeGuilis to finalize the work done on the Rules and Regulations, and he said that staff plans to present that progress to the Board at the beginning of January 2021. He also said that a prospective vendor for bill redesign has been working to try to accommodate the needs of Avon Lake Regional Water's customers. Finally, the Technical Support Specialist said that he has spoken with the HR Director regarding a random drug testing policy and implementing that into the current work rules.

Member Reports

None.

Miscellaneous

The CUO informed the Board that a staff member was omitted at the last meeting regarding the annual step increases that take place on April 1, 2021:

Tim Bradley, Line Maintenance Man

Step 1C

He said that Tim Bradley has been a valuable asset to the organization and he is very pleased to acknowledge the step increase.

Mrs. Schnabel asked if there had been any issues regarding staff and the organization while the pandemic was going on. The CUO said that there have not been any positive cases with any staff. He said when there have been symptoms with children and spouses of staff, they utilize the appropriated sick time for those periods. He also said that there have been a number of safety procedures and protocols that have helped staff to remain safe and vigilant.

Public Speakers

None.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mr. Dzwonczyk seconded. The meeting adjourned at 7:45 PM.

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

Nays: None

Motion carried.

Approved _____ 2020.

John Dzwonczyk, Chairman

Rob Munro, Clerk