

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

Call to Order – Roll Call

The meeting was called to order at 6:00 PM. 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, Water Reclamation Facility Manager Baytos, Mayor Greg Zilka, and Mr. Mark Spaetzel.

Digester Improvements

Water Reclamation Facility (WRF) Manager Baytos presented to the Board a component to be added to facility that would assist staff in managing the digester. He said that the WRF's capabilities are limited right now due to the inability to monitor the makeup of flows as they came into the plant. He explained that the digester, and the WRF, are similar to the human body and the reactions can be different depending on what is put in. He recommended the purchase of a Hach VFA Analyzer that would help facilitate staff in managing the plant's digester. He said the meter would allow staff to be more proactive as opposed to what they have to do now which is react to situations as they arise. Mr. Abram asked if the plant used the energy created from the digester. Mr. Baytos said that the methane created is used to heat the sludge to make it easier to mix in the plant. Mr. Rush asked how much would the VFA Analyzer be. Mr. Baytos said the total cost would come to around \$44,000.00. He added that there would also be service contracts involved to provide routine maintenance and diagnostics to the equipment. The Chairman asked how big the analyzer would be. Mr. Baytos said the total size of the cabinet that the meter would go into is about 3' by 4', and then the instrument would go into the already established pipe. The Chairman asked how long the service life is of the analyzer. Mr. Baytos said that with regular cleaning and upkeep it could last for quite some time.

Mayor Zilka said that he receives calls from Beachpark Towers with residents complaining about the odors emanating from the Water Reclamation Facility. He asked if that odor was from a pH imbalance or from the burning of methane. Mr. Baytos said that Avon Lake Regional Water just completed the Master Plan for the WRF and one of the areas of focus was rehabilitating the secondary digester. He said this secondary digester is where the sludge sits to stratify and then staff presses the sludge to dry it out. He said that their consultant has identified that the equipment on the second digester is very old and needs to be worked on because methane escapes from there. In regards to Beachpark Towers, he said that is where the two sewers meet so the odor might be stronger in that area. Mrs. Schnabel asked if the service for the new unit would be built in because Avon Lake Regional Water already has a number of instruments and equipment from Hach. Mr. Baytos said that Hach has a service department that will calibrate, troubleshoot, and clean the meters that are at the WRF, and this new meter would fall into that service. Mr. Rush asked where this meter would fit into the Master Plan. Mr. Baytos said that the Master Plan report is still being finalized but staff has seen it. He said they are seeing what modifications staff can do now to upgrade the plant to make it more efficient and operational. The CUO stated that this new sensor was compatible with all future plans for the WRF and that this is something the plant is going to keep for a long time. Mr. Rush asked if this new meter was covered in the budget. The CUO confirmed that the new VFA Analyzer was a budgeted item.

Leadership Development & HR Review

The CUO presented to the Board Miles-LeHane's new Leadership Development and HR Review proposal for 2021. He said that Miles-LeHane has worked with Avon Lake Regional Water since 2017, and that they have been a large part of helping to further develop the skills of the Leadership team and leading the organization into the future. He said that he requested proposals from two other organizations but had not received anything. He said that Miles-LeHane streamlined their proposal and will provide both the HR Review and the Leadership Development. The Board expressed their desire to only support the Leadership Development portion of the proposal, and they did not feel the cost for the HR Review was necessary at this time. The CUO said he can break out the price for the Board to approve at the regular meeting.

Executive Session

Mr. Rush moved, and Mr. Abram seconded, to meet in executive session as allowed by ORC 121.22 G (1) and (3) to discuss personnel and legal matters and include the CUO, Community Outreach Specialist, and Technical Support Specialist.

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

Nays: None

Motion carried.

The Chairman resumed the work session at 7:14 PM.

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and the Chairman seconded. The meeting adjourned at 7:15 PM.

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

Nays: None

Motion carried.

Approved _____ 2020.

John Dzwonczyk, Chairman

Rob Munro, Clerk