

Board of Municipal Utilities  
**Meeting Minutes**  
**December 1, 2020**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:30 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, Mrs. Schnabel, and Mr. Rush (arriving partway through)

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

***Approve Minutes***

Chairman Dzwonczyk presented the Minutes of the November 17, 2020 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 November 25, 2020, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of November 25, 2020:

Water Fund 701	\$	98,083.31
Wastewater Fund 721	\$	162,432.74
MOR Fund 703	\$	20,074.29
MOR Fund 762	\$	24,697.80
LORCO Fund 749	\$	7,144.69
Wastewater Construction Fund 724	\$	161,644.00

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

Nays: None

Motion carried.

***WTP Orthophosphate Project***

The Acting CUE said that in September of 2017, Avon Lake Regional Water began adding Orthophosphate into the water system as part of the corrosion control program. He said that

once the orthophosphate was installed, staff began experiencing elevated turbidity readings within the treatment process. He added that no turbidity readings have exceeded regulatory limits, but he did say the elevated values make it more difficult to identify potential water quality issues and could lead to violations. Staff investigated the possible cause of the turbidity issues, and it was determined that having the application point of the Orthophosphate prior to the sample tap was not appropriate. The initial installation location was chosen in order to reduce installation expenses and ease serviceability, as no vault was required. He said that this project would change the location of the point-of-application to lower the turbidity readings in the future.

The Acting CUE stated that the project was previously bid in October 2019 and the original bid price was \$278,929.55. He said that with input from the Board the project was re-designed and put out for bid again. On November 23, 2020 the project bids were due. There was one bid received from Underground Utilities, Inc. in the amount of \$167,477.07. The Acting CUE informed the Board that the Engineering Services Manager's estimate was \$180,459.00.

Mrs. Schnabel moved, and Mr. Abram seconded, to authorize the CUO to execute a contract with Underground Utilities, Inc. for the purpose of relocating the Orthophosphate application point in the amount of \$167,477.07 plus an additional 5% contingency.

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

Nays: None

Motion carried.

### ***Project Updates***

*Redundancy & Future Capacity Project:* The Acting CUE informed the Board that HDR continues to work on finalizing the study and report for this project. He said that currently work is being finished on the hydraulic model for the Avon Lake distribution system and the ETLs. He said the estimated engineering design costs were included in the 2021 proposed budgets.

*Board Room Renovation:* The Acting CUE updated the Board that all of the audio and visual equipment is installed. He said that JW Hornyak will provide training to staff and Avon Lake Digital Media, and that the room is fully functional and can be used as appropriate.

### ***CUO Reports & Action Items***

Technical Support Specialist Collins updated the Board that he is working with USA Mobile on random drug testing policies. He said he has begun working with the HR Director on random drug testing and procedures going forward for future hires.

### ***Member Reports***

The Chairman asked how the Utility was handling the weather. The Acting CUE said Avon Lake Regional Water had not experience any issues with the wet, heavy snow that fell over the last day. He said staff has been working on snow removal. The Chairman asked if the snow had much of inflow impact on the system. The Acting CUE stated that with the snow melting some inflow and infiltration will begin to go into the system. He added that with the combined sewer separation work being completed, this has mitigated much of the infiltration to the system that would have taken place in the past.

### ***Miscellaneous***

Mr. Abram asked for an update on the Lockbox Program and how that was doing during the pandemic. The Acting CUE stated that the Lockbox Program was implemented through Avon Lake Regional Water's banking provider to assure security to customers who mail payments. He said the issues and costs that had presented themselves early on when the program first began have been handled. He also said that the fees are very minimal and the program is now working well. The Chairman asked how the lateral loan program was going and he would like for it to be a regular report at the meetings.

The Acting CUE added that on December 14, 2020, the HR Committee meets to discuss the Union Agreement. He said that he has communicated with the City Council that he is asking that the Agreement be voted out of the HR Committee and approved by the Administration and Council.

### ***Public Speakers***

Mayor Zilka and Councilman Spaetzel both thanked the Acting CUE for his help in explaining the negotiation of the Union Agreement. Mayor Zilka said that Mr. Munro's help has assisted Council while they go through their own negotiation process.

### ***Adjourn***

As there was no further business, Mr. Abram moved to adjourn, and Mr. Rush seconded. The meeting adjourned at 6:46 PM.

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

Nays: None

Motion carried.

Approved \_\_\_\_\_ 2020.

John Dzwonczyk, Chairman

Rob Munro, Clerk