

Board of Municipal Utilities
Meeting Minutes
December 2, 2025
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:00 PM. The meeting was held in-person using web-based video conferencing technology.

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

Excused: Mr. Mondello

Also present: CUE Munro, CUO Yuronich, Business & Financial Coordinator Logan, Attorney Tyler Berry of Mansour-Gavin, and Avon Lake resident William Zimmerman.

Approve Minutes

Mr. Dzwonczyk presented the Minutes of the November 18, 2025 regular meeting. With no additional changes, additions or corrections noted, Mr. Dzwonczyk ordered that the minutes stand and be distributed as submitted.

Public Speakers

Mr. William Zimmerman stated that he felt the Draft Meeting Minutes from the November 18, 2025 meeting that were just approved were inaccurate. Mr. Zimmerman stated that neither he nor Mr. Gerald Phillips were allowed to speak at the Financial Meeting for LORCO that was unannounced but were allowed to speak at the regular LORCO meeting. Mr. Zimmerman also questioned why ALRW does not include the money owed by LORCO in its receivables on ALRW's financial statements. Mr. Zimmerman informed the Board that after he and Mr. Phillips remove the Mayor of Avon Lake from office, they will gladly remove the ALRW Board members also.

Mr. Dzwonczyk and Mr. Rush stated that if the minutes are found to be inaccurate, they would have no issue with approving revised minutes at the next meeting and instructed Mr. Munro and Mr. Yuronich to look into this.

Correspondence

None.

Expenditures

Following review of expenses for funds and amounts as follows, Mr. Rickey moved, Mrs. Schnabel seconded, to approve the expenditures of November 14 through November 27, 2025:

Water Fund 701	\$	170,853.68
Distribution Fund 723	\$	135,648.40
Wastewater Fund 721	\$	150,852.23
Collection Fund 722	\$	97,812.00
ETL1 Fund 703	\$	11,286.02
ETL2 Fund 762	\$	36,542.61
LORCO Fund 749	\$	10,389.74
Water Construction Fund 704	\$	1,532,506.82
West Ridge Interconnect Fund 702	\$	164.04

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

Nays: None

Motion carried.

Supplemental Budget Appropriations

Mr. Logan stated that this will be the last appropriations request for 2025. Mr. Logan added that if these requests are approved by the Board they will be presented to the City of Avon Lake council also to make them official with the City of Avon Lake's Financial Director. Mr. Logan stated that the total appropriations were \$785,541.47 and gave a breakdown of the requested transfers from fund balances to specific line-item funds. Mr. Logan stated that a total of \$164,318.68 from Fund 701 balance to Fund 701 – Water Fund, \$60,000.00 in Fund 703 balance to Fund - 704 Water Construction, \$51,261.81 in Fund 721 balance to Fund 721 – Wastewater Fund, \$8,094.33 from Fund 722 balance to Fund 722 – Sewer Collection Fund, \$1,862.33 from Fund 723 balance to Fund 723- Water Distribution Fund, \$4.32 from Fund 727 balance to Fund 702 – West Ridge Interconnect Fund and \$500,000.00 from Fund 762 balance to Fund 762 – ETL2 Fund. Mr. Munro stated that Mr. Mondello had inquired via email earlier in the week about some of the expense accounts that showed a negative balance. Mr. Munro stated that those can be remedied without Board action as long as they do not increase the total budgeted amount as individual line items within a budget do not represent an approved budget.

Mr. Dzwonczyk moved, Mr. Rush seconded, to authorize the Business & Financial Coordinator to make appropriations in the total amount of \$785,541.47 based on the budget amounts presented in the memorandum dated December 2, 2025 which noted changes to Fund 703 as ETL1 Fund and Fund 727 as the Sewer Debt Service Fund.

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

Nays: None

Motion carried.

Project Updates

Power Plant Update: No update.

WFP Improvements: Mr. Yuronich displayed a picture showing the new filters being constructed at the WFP and informed the Board that The Great Lakes Construction Company (GLC) was working on enclosing that structure to allow their crews to continue work through the winter weather. Mr. Yuronich then referenced a picture of the new chemical feed structure and stated that GLC was preparing to install the fiberglass reinforced ductwork throughout each of the individual rooms and then would move to installation of the chemical storage tanks. Mr. Yuronich added that the bulk tanks were approximately 17,000 gallons for the aluminum sulfate tanks and approximately 15,000 gallons for the sodium hypochlorite. Mr. Dzwonczyk inquired about the round concrete structure in the chemical feed building and Mr. Yuronich stated that it was the base for the chemical feed tanks and that grating would cover the open areas surrounding the tanks to allow for spill containment in the event of a major leak.

Techwin Project: Mr. Yuronich informed the Board that the generating station has been operating without errors for the past two weeks after the new probe was installed and the chiller system was winterized. Mr. Yuronich added that ALRW staff was going to be sampling the product and testing with a third-party lab Thursday, December 4, 2025. Mr. Yuronich stated that once acceptable results are obtained it will proceed to National Sanitation Foundation certification testing. Mr. Dzwonczyk inquired if the station operates unmanned and if it was monitored remotely by ALRW. Mr. Yuronich stated that it does run unmanned but that during this pilot project it is not connected to ALRW's network adding that ALRW staff visit the site daily to record production numbers. Mr. Dzwonczyk inquired if the CUO is overseeing these visits and Mr. Yuronich responded that WFP Gibboney has taken the lead on that.

2025 Water Bundle Project: Mr. Yuronich referenced a picture showing the newly installed asphalt on North Point Dr. and stated that Underground Utilities Inc. (UUI) will be installing the intermediate and finish layers in the spring of 2026. Mr. Yuronich then referenced a picture showing waterline with three valves and informed the Board that this was ALRW's standard for intersections of water mains so that in the event a repair is needed, smaller portions of the distribution system will be affected during a shutdown.

CUE Report

Mr. Munro informed the Board that the easement acquisition process for the ETL improvements is moving along and there are additional properties that may be acquired by ALRW to speed up the process. Mr. Munro stated that he would be receiving appraisals in the near future. Mr. Munro added that the sliver-parcel along the railroad tracks that ALRW purchased from Kopf Construction is scheduled to close on December 4, 2025.

Mr. Munro informed the Board that Engineering Services Manager Aaron Klein is getting up to speed on all of ALRW's projects and will prepare an update on the percentage of easements or property acquisitions that ALRW needs to proceed with the ETL improvements project. Mr. Dzwonczyk stated that he encourages Mr. Klein to attend that meeting and be the one who presents the status update to the Board.

Mr. Munro informed the Board that ALRW has received seven proposals for the Information Technology Request for Qualifications that had been advertised and that staff is individually scoring those submittals before meeting internally to compile a short list of firms to interview.

Mr. Munro informed the Board that staff will be meeting with HDR discuss the amendment to provide additional engineering services to design the next set of improvements at the WFP to provide water to the advanced technology campus in New Russia Township. Mr. Munro stated that a portion of the design service will be reimbursed through the grant that was received by Lorain County from the All-Ohio Future Fund and will also help cover the costs incurred by Rural Lorain County Water Authority to upgrade their transmission mains and pump stations to transport the water to the site. Mr. Munro stated that he hopes to have the amendment for presentation to the Board at the next meeting.

Mr. Dzwonczyk inquired if Mr. Munro could speak about the soon to be vacant trailers on the ALERG power plant site. Mr. Munro stated that ALERG is demobilizing from the power plant property and that they leased three temporary construction trailers for their offices during the demolition process. Mr. Munro stated that when ALRW begins the project of expanding ALRW's office, staff will need to temporarily relocate for continuity of operations while it is under construction. Mr. Munro stated that by taking over ALERG's lease it will result in a reduced cost as ALERG has already paid for the delivery, installation and other charges that ALRW would incur if it were to lease trailers on its own. Mr. Munro added that since ALRW owns the property where ALERG's trailers currently sit, and there is ample parking available to customers, it offers a great solution to ALRW's needs. Mr. Munro stated that customer service, the CUO, Business & Financial Coordinator and himself will all need to relocate during the construction and there is plenty of space and offices within those trailers to meet this need. Mr. Munro added that he and staff are also exploring the possibility of an outright purchase of these trailers which would allow ALRW to utilize these for not only the expansion of 201 Miller Rd. but also during the ETL Improvement Project and then sell them at a later date through Gov Deals if they were no longer of use to ALRW.

Miscellaneous & Member Reports

Mr. Rickey stated that he will not be in attendance at the December 16, 2025 Board Meeting and that he plans on attending the December 11, 2025 LORCO meeting. Mr. Dzwonczyk informed Mr. Rickey that Mr. Zimmerman had stated during public comments that he had been able to speak at the LORCO meeting. Mr. Dzwonczyk inquired if Mr. Rickey, who had attended that meeting, could confirm if this was the case. Mr. Rickey confirmed that Mr. Zimmerman had the opportunity to speak at that LORCO meeting. Mr. Dzwonczyk stated that the minutes will be updated if appropriate. Mr. Dzwonczyk also added that Mr. Logan confirmed, contrary to what Mr. Zimmerman stated, the LORCO debt is included in recent ALRW financial audits. Mr. Munro stated that the recordings of the past meetings can also be used to verify what was said at the previous meeting to address Mr. Zimmerman's concerns.

Public Speakers

None.

Adjourn

As there was no further business, Mr. Rush moved, and Mrs. Schnabel seconded, to adjourn.

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

Nays: None

Motion carried.

The meeting adjourned at 6:43 PM.

Approved December 16, 2025.

John Dzwonczyk, Chairman

Robert Munro, Clerk

MEMORANDUM

To: **Board of Municipal Utilities**
 From: **Rob Munro, CUE & Bill Logan, Business & Financial Coordinator**
 Subject: **2025 Supplemental Increase in Appropriations**
 Date: **2-Dec-25**

I request the Board approve the following increases (decreases) in appropriations for the 2025 Fiscal Year:

From Fund 701 Balance **Current Fund Balance: \$8,396,026.54**

To Fund 701 - Water Fund

<i>Account Number</i>	<i>Account Description</i>	<i>Appropriation</i>
.180.000-53703.002	Utility - Electric Buildings	\$ 150,000.00
.180.000-53710	Insurance Premium	\$ 10,862.69
.180.000-59600	Transfer to Unclaimed Funds	\$ 3,455.99
		\$ 164,318.68

From Fund 703 Balance **Current Fund Balance: \$482,715.92**

To Fund 703 - ETL1 Fund

<i>Account Number</i>	<i>Account Description</i>	<i>Appropriation</i>
.180.000-53701	Contractual Services	\$ 60,000.00

From Fund 721 Balance **Current Fund Balance: \$4,306,933.39**

To Fund 721 - Wastewater Fund

<i>Account Number</i>	<i>Account Description</i>	<i>Appropriation</i>
.190.000-53703.001	Utility - Electric Buildings	\$ 40,000.00
.190.000-53806	Engineering	\$ 10,000.00
.190.000-59600	Transfer to Unclaimed Funds	\$ 1,261.81
.		\$ 51,261.81

From Fund 722 Balance **Current Fund Balance: (\$48,120.06)**

To Fund 722 - Sewer Collection Fund

<i>Account Number</i>	<i>Account Description</i>	<i>Appropriation</i>
.190.000.53710	Insurance Premium	\$ 8,094.33

From Fund 723 Balance **Current Fund Balance: \$1,915,263.44**

To Fund 723 - Water Distribution Fund

<i>Account Number</i>	<i>Account Description</i>	<i>Appropriation</i>
.180.000-53710	Insurance Premium	\$ 1,862.33

From Fund 727 Balance **Current Fund Balance: \$477,958.56**

To Fund 727 - Sewer Debt Service Fund

<i>Account Number</i>	<i>Account Description</i>	<i>Appropriation</i>
.190.000.54902	Bond Interest Payments	\$ 4.32

From Fund 762 Balance **Current Fund Balance: \$4,600,760.37**

To Fund 762 - ETL2 Fund

<i>Account Number</i>	<i>Account Description</i>	<i>Appropriation</i>
.180.000.53704	Utility - Water	500,000.00

Total Appropriation Increase	\$ 785,541.47
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