

Board of Municipal Utilities
Meeting Minutes
December 04, 2018
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 7:27 PM.

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

Also present: CUE Danielson, CUO Munro, Community Outreach Specialist Arnold.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the November 20, 2018, 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 December 4, 2018, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$	148,242.81
Wastewater Fund 721	\$	140,648.96
MOR Fund 703	\$	12,137.98
MOR Fund 762	\$	289,220.35
LORCO Fund 749	\$	3,242.98

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel

Nays: None

Motion carried.

2019 Budget

Copies of the individual funds making up the 2018 budget were presented for the Board's approval. The Chairman notes and explains that several of the items in the budget were discussed and debated for over an hour during the December work session. Ms. Schnabel moves, Mr. Phillips seconded, to approve the following budgets:

Fund 701 Water	
Personnel	\$3,249,600
Other	\$8,285,700
Fund 704 Water Construction	\$7,150,000
Fund 706 Water Debt Service	\$3,179,752
Fund 721 Wastewater	
Personnel	\$2,546,200
Other	\$4,415,300
Fund 724 Wastewater Construction	\$4,770,000
Fund 725 Trunk Sanitary Sewer	\$14,000
Fund 727 Wastewater Debt Service	\$2,964,667
Fund 765 Lateral Loan	\$2,000,000
Fund 703 ETL1 MOR	\$3,062,000
Fund 762 ETL2 MOR	\$5,416,759
Fund 749 LORCO	
Personnel	\$60,000
Other	\$2,360,000

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel
Nays: None
Budget for 2019 approved.

Design Services Contract

The CUE informed the Board that it finalized the bid for qualifications for engineering design services, as discussed in the November 20, 2018 meeting. Staff and the Public Works Department reviewed the qualifications and determined HDR as the top-ranked firm. Staff negotiated the scope and budget for 2019 design services. The design will address the streets north of Lake, and will not include Avondale. The proposed design fee is approximately \$528,000 and will be shared by Avon Lake Regional Water (~\$357,000) and the City of Avon Lake (~\$171,000). The services will include over 3.5 miles of water line. The contract with HDR for the 2019 design services for a fee not-to-exceed \$527,443.60, and includes 10% contingency for out-of-scope items. Mr. Rush moves to approve the CUE contract with HDR, Mr. Abram seconded.

Ayes: Abram, Dzwonczyk, Phillips, Rush and Schnabel
Nays: None
Motion carried.

Staffing

The CUE informed the Board that he received clarification from the Law Director on whether the Board must move to approve hiring and/or promotions of budgeted, non-management positions. During the November 20, 2018 meeting, Mr. Abram inquired about probationary periods for promoted employees within the first year of employment. Chairman Dzwonczyk had asked for clarification from the Law Director on if the Board needs to formally approve hiring of new employees.

The CUE explained that he reviewed meeting minutes and procedures from 2008 in addition to the guidance received from the Law Director, and proposes a resolution:

Authorize the CUE after following all requisite hiring requirements established through collective bargaining agreements, Civil Service, and Avon Lake Charter to hire and promote budgeted, non-management positions by only providing the hiring or promotion as an information item to the Board prior to the start of the hire or promotion.

After discussion by the Board, Mr. Phillips moves to authorize the CUE motion regarding hiring and promotion. Seconded by Ms. Schnabel.

Ayes: Dzwonczyk, Phillips, Rush and Schnabel

Nays: Abram

Motion carried.

Effluent Diversion

The CUE explained, as he diagrammed in the November 20, 2018 Board meeting, that the effluent diversion would help to reduce sanitary sewer overflows and basement backups.

The CUE explained that he has been able to receive tentative approval from the Ohio EPA for 0%-interest funding for the effluent diversion project. The 0%-interest could reduce the cost of the overall project by 20% with the current interest rates.

Project Updates

ETL-2 Emergency Repair: Began on Monday, November 26, 2018. The project has proceeded as anticipated, and progress updates will continue as the project moves forward.

45 Project: Work continues on Tomahawk (laterals) and Lakewood (Sanitary and Storm lines).

Elyria Interconnection Project: Taking place at the West Ridge Rd and Miller Rd locations. The project is forecasted to be completed by the end of December 2018. The only outstanding projects to be completed are site restoration, paving, and a stone work façade that will all begin during the Spring of 2019.

Lateral Updates

As of November 30, 2018:

- No inspections
 - Group A: 0
 - Group B & C: 45
- Work to complete
 - Group A: 140
 - Group B & C: 219

CUE/CUO Report and Action Items

CUE explained that the 2019 budget was discussed during the Consortium meeting. CUE explained that the Consortium team is in favor of continued collaboration. CUO explained the larger project that the Consortium has compared to ALRW.

The Chairmen expressed his support for the service added by ALRW, and the opportunity gained by providing the service.

Member Reports

The Chairmen explained that he will be meeting with EdgeCo. on his own property after receiving a letter from the utility company that he requires a sewer separation. He will update the Board as the work progresses.

Miscellaneous

None.

Public Speakers

None.

Adjourn

As there was no further business, Mr. Abram moved, Mr. Rush seconded, that the meeting adjourn at 7:55 PM.

Ayes: Abram, Dzwonczyk, Phillips, Rush, and Schnabel

Nays: None

Motion carried.

Approved December 4, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk