

Board of Municipal Utilities  
**Regular Meeting Minutes**  
**December 20, 2016**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 6:40 PM.

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

Also present: Chief Utilities Executive Danielson, WPCC Manager Baytos, Mayor Zilka, Councilmember Fenderbosch, Morning Journal Reporter Martin.

***Approve Minutes***

Chairman Dzwonczyk presented the minutes of the December 6, 2016, Regular Meeting and with no changes, additions or corrections noted, ordered the minutes to stand and be distributed as presented.

***Public Speakers*** – None.

***Correspondence*** – None.

***Expenditures***

Following review of expenses dated December 20, 2016 for funds and amounts as follows, Mr. Dzwonczyk moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$	131,250.85
Wastewater Fund 721	\$	162,747.63
MOR Fund 703 ETL1	\$	115,407.49
MOR Fund 762 ETL2	\$	281,998.19
LORCO Fund 749	\$	17,541.25
Lateral Loan 765	\$	2,500.00

Ayes: Dzwonczyk, Rickey, Rush, Schnabel

Nays: None

Motion carried.

***Appropriation***

As discussed in a previous Board meeting, Mr. Rush moved and Mr. Rickey seconded to appropriate \$5,000,000 to the Wastewater Debt Service Fund (727) budget.

Ayes: Dzwonczyk, Rickey, Schnabel

Nays: None

Motion carried.

### Janitor Job Description

Following a brief discussion, Mr. Rush moved Mr. Rickey seconded to approve the revised Janitor job description.

Ayes: Dzwonczyk, Rickey, Rush, Schnabel  
Nays: None  
Motion carried.

### Lateral Loan Program Loan

Following CUE Danielson's explanation of the City of Avon Lake's requirements for separating, Mr. Rush moved and Ms. Schnabel seconded to authorize the CUE to apply for, accept, and enter into a Water Pollution Control Loan Fund Agreement for the lateral loan program and designate wastewater fees and revenues as the repayment source should customer repayments be insufficient.

Ayes: Dzwonczyk, Rickey, Rush, Schnabel  
Nays: None  
Motion carried.

### Resignation of Board Member Berner

Board Member Robert Berner's resignation was presented for the Board's action, Mr. Dzwonczyk moved and Mr. Rickey seconded to accept Board Member Berner's resignation effective December 31, 2016.

Ayes: Dzwonczyk, Rickey, Rush, Schnabel  
Nays: None  
Motion carried.

### Proposed Water Rates

CUE Danielson's recommendation for an increase to the current water rates was supported by an overhead presentation. The recommended increase and its effect on Avon Lake Regional Water's customers (an approximate \$5.00/year increase to an average residential billing) projected budgets, and anticipated capital and infrastructure improvements were reviewed at length. Members individually stated that each supported the change and wanted to stress to staff to assure they first look to reduce expenses before requesting to raise rates. Ms. Schnabel then moved and Mr. Rush seconded that water rates be increased for bills issued after July 1, 2017, and July 1, 2018, according to the following table:

	<b>Usage</b>	<b>Current</b>	<b>7/1/2017</b>	<b>7/1/2018</b>
<b>Tier 1</b>	First 50,000 gal	\$1.78/1,000 gal	\$1.85/1,000 gal	\$1.92/1,000 gal
<b>Tier 2</b>	Next 200,000 gal	\$1.46/ 1,000 gal	\$1.52/1,000 gal	\$1.58/1,000 gal
<b>Tier 3</b>	Over 250,000 gal	\$1.22/1,000 gal	\$1.27/1,000 gal	\$1.32/1,000 gal

Ayes: Dzwonczyk, Rickey, Rush, Schnabel  
Nays: None  
Motion carried.

## ***Reports/Updates***

*New Clearwells and South High Service Pumping Station:* On December 14, 2016, the contractor and staff started up the new clearwells (7 and 8) and the new South High Service Pumping Station. The new facility is now operating and will provide approximately 2.5 million gallons of additional water for use during emergencies.

*Lateral Loan Program:* Since the last Board meeting, one additional agreement for the Lateral Loan Program has been executed, bringing the total to 27 properties, with \$89,000 (total) committed and \$13,750 paid so far. The average loan request is for approximately \$3,300.

*LORCO:* The Board was recently briefed on the decision in the DiGioia/LORCO lawsuit. The payment in response to the decision will be included in the expenses the Board will approve January 3, 2017.

CUE Action Items:

*Measures to avoid future over-pressure actions in water system.* Pressure sensor has been moved to the 36" discharge line from the plant and will accurately measure system pressure.

*Should we look at other sensing locations?* Multiple locations are measured and will alarm if pressure falls outside appropriate ranges. Operators will be alerted to issues if discrepancies occur.

*Process for adding vendors.* The process depends upon the type of service provided and the cost for the service. Generally, multiple quotes are received and the best price/value is selected.

*First Energy easements for Elyria interconnection.* Still waiting for draft easement language.

*Brown and Caldwell.* Working to determine most appropriate time for presentation of findings.

*Why is Medical Mutual billed weekly?*

*Should we eliminate the GIS position?* Staff has determined a GIS Analyst with strength in data analysis is still necessary for Avon Lake Regional Water.

### *Chairman/Committee/Members Reports*

Chairman Dzwonczyk thanked the Mayor and Council for drafting the legislation for financing the sewer separation and the procedures that will need to be followed in accordance with the legislation.

Mr. Rush attended the Human Resource Committee meeting and reported they discussed the part-time, intern, and seasonal wages for Avon Lake Regional Water employees. He also reported they approved the job description for the Janitor position.

Mr. Rickey reported he attended the LORCO Board meeting on December 8, 2016 and reported Cinnamon Lake is moving forward.

*CUE Report*

CUE Danielson reported staff is working diligently with Muni-Link to process quarterly bills for Avon Lake customers with as minimal problems as possible.

***Miscellaneous***

Chairman Dzwonczyk presented to the Board a new invention called the Farm Bot.

***Adjourn***

As there was no further business, Mr. Rush moved, Mr. Rickey seconded, that the meeting adjourn at 8:16 PM.

Ayes: Dzwonczyk, Rickey, Rush, Schnabel

Nays: None

Motion carried.

Approved January 17, 2017

John G. Dzwonczyk, Chairman

Todd A. Danielson, Clerk