

Avon Lake Board of Municipal Utilities

AGENDA

For

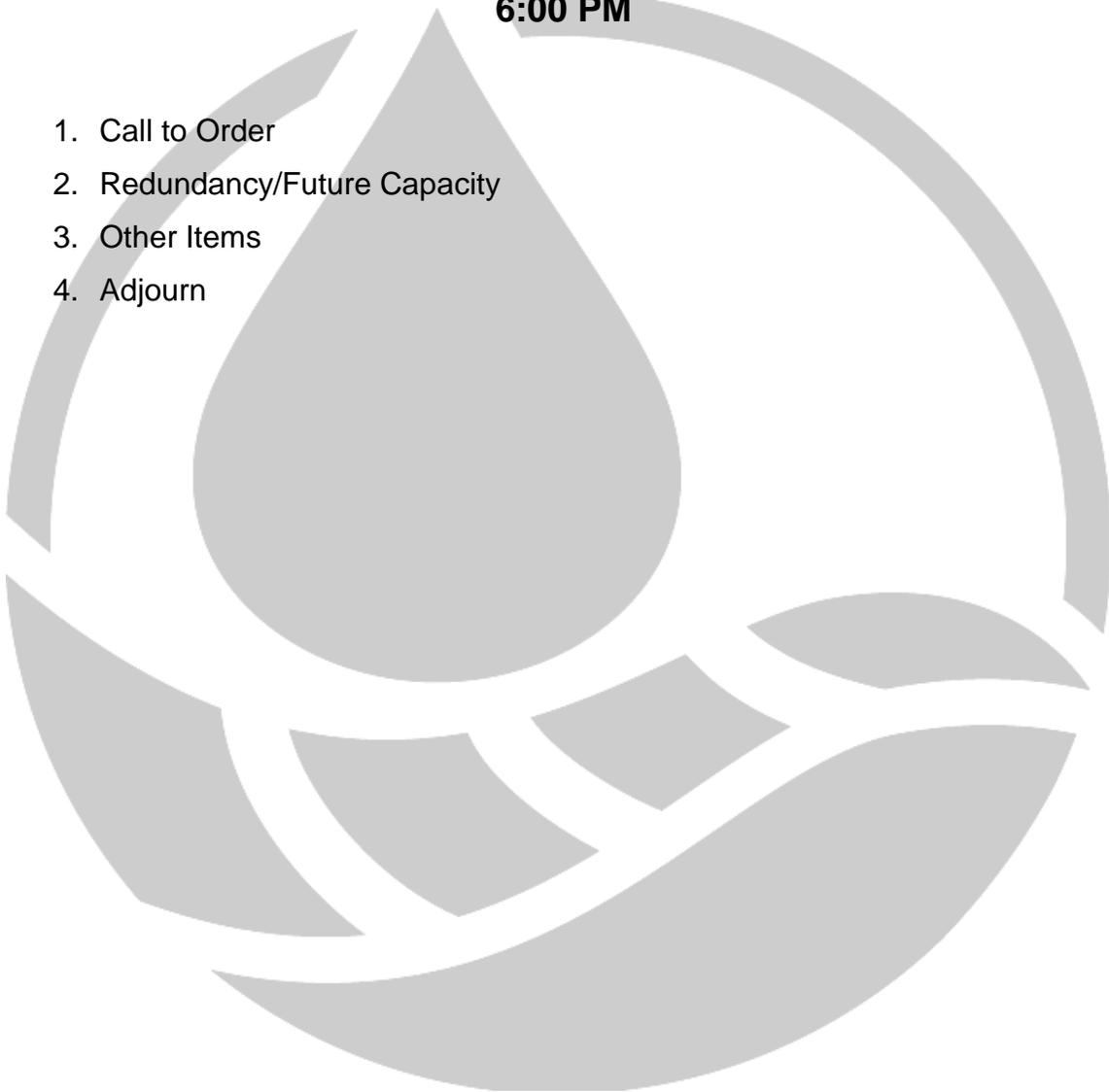
WORK SESSION

Tuesday

October 1, 2019

6:00 PM

1. Call to Order
2. Redundancy/Future Capacity
3. Other Items
4. Adjourn



Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**

From: **Todd Danielson & Rob Munro**

Subject: **Agenda Items – October 1, 2019, Work Session**

Date: **September 27, 2019**

Item 1: **Call to Order**

Item 2: **Redundancy/Future Capacity – RKM/TAD**

Staff met with HDR on September 25th to begin developing a scope and budget for the Redundancy and Future Capacity Plan, with the intention to provide a final scope and budget for Board consideration and approval at its October 15th meeting. Staff will provide an overview of the draft scope and seek Board input during the October 1st work session in order to help assure they may be reflected in the final scope and budget. The focus of the planning effort will be to assure reliability of the mains providing water to our bulk customers and is intended to include a condition assessment and modeling in order to provide options for consideration. The plan may also include components that are required for the USEPA regulation supporting “America’s Water Infrastructure Act” (AWIA) legislation. Additionally, the scope will include an assessment of the Water Filtration Plant (WFP). With a portion of the plant nearing 100 years old, a path forward for that portion of the plant and its capacity will be included as part of the plan.

As the project develops, staff will work closely with bulk customers to assure the plan will propose work that they want, need, and would be willing to help fund.

Item 3: **Other Items**

Item 4: **Adjourn**

AGENDA

For

Tuesday

October 1, 2019

Immediately Following the Work Session

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1. Call to Order
 2. General Matters
 - A. Approve Minutes
 - B. Public Speakers (*3 minutes each*)
 - C. Correspondence
 3. Expenditures
 4. Informational Items
 - A. Reports/Updates
 - 1) Lateral Separation Update
 - 2) Staffing
 - 3) Project Updates
 - 4) CUE/CUO Reports and Action Items
 - 5) Member Reports
 - B. Miscellaneous
 5. Public Speakers
 6. Adjourn

Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**

From: **Todd Danielson & Rob Munro**

Subject: **Agenda Items – October 1, 2019**

Date: **September 27, 2019**

- Item 1: **Call to Order**
- Item 2A: **Approve Minutes**
- Item 2B: **Public Speakers**
- Item 2C: **Correspondence**
- Item 3: **Expenditures**

Included in the Water Fund expenses (line 81) is the final annual membership fee for Great Lakes Biomimicry, which is part of the biomimicry program (\$23,000/yr sponsorship of UAkron students and \$5,000/yr membership in Great Lakes Biomimicry) the Board approved in August 2015. As the sponsored fellows work through their final year of their Ph. D program, and as the Board's time permits, a UAkron professor has offered to meet with the Board during a work session to provide additional detail how both the students' work and biomimicry, in general, benefit our organization.

Item 4A1: **Lateral Separation Update – TAD/RKM/CMA**

Progress continues to be made on the remaining properties. Since the last update, one property has selected a contractor. The following table summarizes the status:

Group	9/27/19 Need to do work	Notes
A	2	<ol style="list-style-type: none">1. One property is vacant and has an affidavit recorded with the County indicating work must be completed before occupancy.2. Other property is an estate situation with determination of executor currently in front of a judge.
B & C	4	<ol style="list-style-type: none">1. Work for two properties is to be completed in October.2. Title is scheduled to transfer on a foreclosed property during the week of 9/30; and staff has been in contact with the pending owner, who intends to complete with work in the next 6-8 weeks and understands the water

		meter will be removed until work is complete. 3. The Public Works Director has indicated that he is comfortable with unoccupied houses without water meters remaining connected to the combination sewers that will be converted to storm sewers. (1 property)
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To summarize, three properties have paths to separation within four to eight weeks. Staff is working with counsel and the court regarding a path forward for the other occupied property. The two vacant properties will remain without meters until work is complete and will not hamper Avon Lake Regional Water compliance.

Item 4A2: **Staffing – TAD**

Heather Barnes has been a Customer Service Clerk with Avon Lake Regional Water since November 26, 2019. She has successfully transferred her billing and customer service experience from previous positions to our organization. With the resignation of a Customer Service Representative, Heather is looking forward to an elevated position with additional responsibilities. Effective September 30, 2019, Heather Barnes is being promoted to Customer Service Representative, Step 1A.

To fill the opening due to the resignation, staff will soon interview candidates from a staffing agency to temporarily fill the position, and the Civil Service Commission has authorized the advertising/testing to develop a Customer Service Clerk list. The test is scheduled for October 22nd, with certification of a list around November 11th.

Item 4A3: **Project Updates – RKM**

45 Project: Tree lawn restoration resumes the week of September 30th.

Avondale: Work resumed during the week of September 23rd. The project will likely to be complete in by the end of October.

Moore Road Waterline Replacement: Work is complete.

Item 4A4: **CUE/CUO Report and Action Items – TAD/RKM**

Action Items are as presented with the write-up.

Item 4A5: **Member Reports**

Item 4B: **Miscellaneous**

Item 5: **Public Speakers**

Item 6: **Adjourn**

Board of Municipal Utilities
Work Session Minutes
September 17, 2019
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:03 PM.

Present: Mr. Abram, Mr. Dzwonczyk, Mr. Rush, Mrs. Schnabel, and Mr. Phillips (arrived partway through).

Also present: CUE Danielson, CUO Munro, Technical Support Specialist Collins, Mayor Zilka, Dr. David Miles, and Community Outreach Specialist Arnold (arrived partway through).

Columbia Township Agreement

The CUE presented to the Board the draft Columbia Township Agreement negotiated by LORCO and Lorain County. The impetus for the agreement is the potential development of the “Fetchet” parcel, which is about 570 acres and located in Lorain County’s Facility Planning Area. Lorain County is unable to serve the parcel directly and has reached out to LORCO to potentially partner to serve that parcel and a significant portion of the rest of Columbia Township. The CUE informed the Board that Lorain County would be responsible for the collection and customer management, and LORCO would receive all of the wastewater at a point and convey it to Avon Lake Regional Water for treatment.

The CUE said that he has been working with Executive Director Toy to negotiate the service agreement with Lorain County. Following a discussion, the Board expressed many concerns regarding: the language of the contract, the affordability of the project, the debt owed to Avon Lake Regional Water by LORCO, capacity of the wastewater plant, number of homes guaranteed for the agreement, and rate charges to bulk customers. The CUE stated that he will continue to work with Executive Director Toy on the agreement and that he will emphasize the Board’s concerns to be reflected in the future agreement.

Coaching Services Update

Dr. David Miles presented to the Board the progress he has been making with the leadership team of Avon Lake Regional Water. He said that the team has a number of very competent individuals who are all similar in their approach to problems. He continued by saying the he has been working with staff to work together when resolving issues and to overcome working in silos in order to tap the broader skills and abilities of the organization.

Dr. Miles said that the lateral separation program was a great test for the organization and that by successfully completing the task they have shown that Avon Lake Regional Water’s staff can work well together in unfamiliar situations. He also said that the team has been taking a more proactive approach to resolving issues that are problems in the organization. Mr. Abram said that there is always room for improvement. The Chairman

agreed, and he also said that as Avon Lake Regional Water continues to grow it must become more capacious and be able to handle issues. He also said that Dr. Miles' position as a diplomatic third party to the organization has helped. The Board thanked Dr. Miles for his guidance with Avon Lake Regional Water.

Other Items

None

Adjourn

With no other business, the Mr. Abram moved to adjourn, Mr. Rush seconded. The Chairman concluded the work session at 7:18 PM.

Approved _____ 2019

John Dzwonczyk, Chairman

Todd Danielson, Clerk

DRAFT

Board of Municipal Utilities
Meeting Minutes
September 17, 2019
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 7:25 PM.

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

Also present: CUE Danielson, CUO Munro, Technical Support Specialist Collins, Community Outreach Specialist Arnold, and Mayor Zilka.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the September 3, 2019, 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 September 17, 2019, for funds and amounts as follows, Mr. Abram moved, Mr. Rush seconded, to approve the expenditures of September 17, 2019:

Water Fund 701	\$	267,417.57
Wastewater Fund 721	\$	280,691.18
MOR Fund 703	\$	282,787.67
MOR Fund 762	\$	403,126.90
LORCO Fund 749	\$	9,683.47
Lateral Loan Fund 765	\$	11,430.00

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

Nays: None

Motion carried.

Letter of Engagement

The CUE presented to the Board his request for authorization to engage the outside counsel of Mansour Gavin. He said that the authorization letter has been reviewed and approved by the Law Director. Mr. Abram asked to meet with members of the firm once they have completed the parameters of the engagement letter. The Chairman moved, and Mr. Rush seconded, to

authorize the CUE to execute the September 12, 2019, engagement letter, subject to Board approval of any outside experts or consultants, with Mansour Gavin currently for up to \$10,000 for legal consultation and counseling.

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

Nays: None

Motion carried.

Lateral Separation Update

The CUO informed the Board that the since the last update, one property has come into compliance. He also said that another property is starting construction soon. The following table summarizes the outstanding properties:

Group	8/29/19 Need to do work	9/13/19 Need to do work	Notes
A	2	2	<ol style="list-style-type: none"> 1. One property was a foreclosure, has been auctioned, and has an affidavit recorded with County indicating work must be completed before water meter is provided. 2. Other property is an estate situation with determination of executor currently in front of a judge.
B & C	5	4	<ol style="list-style-type: none"> 1. One property has completed the work since the last update. 2. An affidavit has been recorded with the County regarding the vacant estate property 3. A contractor has been scheduled at one property. 4. Two property owners have been re-served a summons, including the one with the scheduled contract. 5. The CUE met with the Law Director and the Public Works Director on 9/13 regarding the outstanding properties.

The Chairman asked if there were only five homes remaining. The CUO stated that once the construction is completed on the one property there would be only five properties outstanding.

Update on Positions

The CUE informed the Board that the advertisements for the WFP Operator Civil Service test closed on September 6th. He said that the test is scheduled for September 19th. The CUE also told the Board that he attended the Civil Service and HR Committee meetings to discuss the Senior Operator position. He said that the Civil Service determined the position to be a classified position, and the HR Committee approved the job description as presented which will be presented for three readings in front of Council.

The CUE stated that he will also be reaching out to the Civil Service Commission regarding a position for a Customer Service Clerk. Mr. Abram asked why staff was seeking another employee. The CUE informed the Board that one of the Customer Service Representatives submitted her resignation earlier in the week.

Project Updates

45 Project: The CUO informed the Board that the tree lawn restoration resumed on the project. He said that the final preparations are in progress for installation of the new playground and spray ground; top coat paving is currently scheduled for early October.

Avondale: The CUO stated that work will resume in late September with the project likely to be complete in by the end of October.

Moore Road Waterline Replacement: The CUO also said that UUI mobilized equipment for the waterline replacement during the week of September 9th. He said that work began on September 16th.

CUE and CUO Reports

The CUO informed the Board that he worked with crew members on fixing the valve on the line that connects ETL1 and ETL2. He said that the valve has had some problems and will most likely need replacement. The Chairman asked if staff has worked to sell the valve exercising service to bulk customers. The CUE told the Board that he has spoken with other municipalities regarding the service and they have expressed interest, and that he is still working through the details. The Chairman asked if the valve turning was demanding as far as maintenance was concerned. The CUO stated that it was not very difficult. Mr. Rush asked if there would be the need to purchase additional equipment for the valve turning. The CUO informed the Board that he did not believe they would need to purchase any new equipment to provide services to other municipalities, but we would need to work through items such as a protocol for repair and maintenance for valves with bulk customers.

Member Reports

The Chairman stated that he has a meeting with Mr. Waldecker and Mr. Armbruster to discuss the preliminary parameters for how to improve the reliability of the eastern transmission lines.

Miscellaneous

Mr. Abram reminded the Board that the Big Trucks festival is on Saturday, September 21, 2019. He asked what Avon Lake Regional Water was planning to contribute to the festival. The CUE informed the Board that they would be providing hotdogs, buns, and potato chips at the festival. He also said that there would be Avon Lake Regional Water water stations throughout the area to supply water to everyone in attendance.

Public Speakers

None

Adjourn

As there was no further business, Mr. Abram moved to adjourn, and Mrs. Schnabel seconded. The meeting adjourned at 7:47 PM.

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

Nays: None

Motion carried.

Approved _____ 2019.

John Dzwonczyk, Chairman

Todd Danielson, Clerk

DRAFT

**AVON LAKE REGIONAL WATER
FUND 701 - WATER EXPENSES
OCTOBER 1, 2019**

Vendor	Amount	Description
1 Water Employees	\$ 57,710.01	Salaries PR Post BW 2201920
2 Water Employees	\$ 1,232.77	Part Time Wages PR Post BW 2201920
3 Water Employees	\$ 3.90	Overtime Wages PR Post BW 2201920
4 Water Employees	\$ 1,852.53	Overtime Wages Plant PR Post BW 2201920
5 Water Employees	\$ 1,532.28	Overtime Wages Dist/Coll PR Post BW 2201920
6 Water Employees	\$ 149.52	Overtime Wages Admin PR Post BW 2201920
7 Water Employees	\$ 294.69	Overtime Wages Construction PR Post BW 2201920
8 Water Employees	\$ 47.78	Overtime Wages Office PR Post BW 2201920
9 Water Employees	\$ 2,800.00	CDL Allowance PR Post BW 2201920
10 Water Employees	\$ 243.58	HRA Week Ending September 13, 2019
11 Water Employees	\$ 101.82	Medical Mutual Week Ending Sept 20, 2019
12 Water Employees	\$ 434.98	Medical Mutual Week Ending Sept 20, 2019
13 Water Employees	\$ 502.96	HRA Week Ending September 20, 2019
14 Medical Mutual	\$ 16,456.40	Medical/Prescription Insurance - October 2019
15 Medical Mutual	\$ 847.38	Dental/Vision Insurance
16 Water Employees	\$ 361.36	Hospitalization PR Post BW 2201920
17 Lincoln National Life Insurance Co	\$ 193.06	Group Life Insurance - October 2019
18 OPERS	\$ 19,403.24	OPERS Pension - Employee Share*
19 Cintas Corporation	\$ 580.76	Employee Uniform & Mat Rental Svc - August 2019 - RKM
20 Gregory J Mosher	\$ 10.00	1 Employee Meal Allowance 9/12/19 - RR
21 American Water Works Association Inc.	\$ 805.00	AWWA Training - Yuronich, Bursley, Lulfs 8/30/19 - GY
22 Huntington National Bank	\$ 20.00	Charges on MC - August 2019 Dun + B, food for meetings, Adobe - TAD + RKM 1/6
23 OTCO	\$ 645.00	Backflow Refresher Course 10/29/19 - RKM
24 Staples Advantage	\$ 33.74	Office Supplies - Bank bags 9/7/19 - RKM 1/2
25 Fedex Corp	\$ 40.29	Shipping Charges - August 2019 - RKM
26 Neofunds by Neopost	\$ 7.50	Neofunds Subscription 9/15/19 - RKM 1/2
27 Fuelman	\$ 559.44	Fuel for Vehicles - 9/23/19 - RKM 1/2
28 Great Lakes Petroleum Co	\$ 947.24	Diesel Fuel @ 201 Miller Rd 9/16/19 - RK 1/2
29 Worcester's Sales and Service, Inc.	\$ 51.45	Eqp Mnt - Hedge Trimmer Mnt. 8/15/19 - GY
30 Jack Doheny Companies, Inc	\$ 281.80	Eqp Mnt - Tank straps (8) 9/10/19 - RK 1/2
31 Chucks Custom Carts 'N Parts	\$ 451.49	Eqp Mnt - Equip. & Labor for Club Car repair 8/12/19 - GY
32 Huntington National Bank	\$ 333.32	Charges on MC - August 2019 Refurbish Receiver - RK 1/2
33 Sal Chemical Company	\$ 5,106.64	Op Spl - Lime Slurry Additive 9/6/19 - GY
34 USALCO, LLC Inc.	\$ 3,710.81	Op Spl - Alum 9/4/19 - GY
35 Chemtrade	\$ 3,353.27	Op Spl - Alum 8/30/19 - GY
36 Chemtrade	\$ 3,356.17	Op Spl - Alum 8/27/19 - GY
37 Bonded Chemicals Inc	\$ 7,720.00	Op Spl - Sodium Silicofluoride 9/9/19 - GY
38 Cabot Norit Americas Inc	\$ 27,157.50	Op Spl - Activated Carbon 9/3/19 - GY
39 Jones Chemicals Inc.	\$ 2,790.00	Op Spl - Chlorine @ WFP 9/13/19 - GY
40 Chemtrade	\$ 3,359.07	Op Spl - Alum 7/23/19 - GY
41 USALCO, LLC Inc.	\$ 3,716.80	Op Spl - Alum 9/17/19 - GY
42 USALCO, LLC Inc.	\$ 3,713.80	Op Spl - Alum 9/10/19 - GY
43 Discount Drug Mart Inc	\$ 23.00	Mnt Spl - August 2019 - Rust remover, bleach, kitchen brush -RKM 1/2
44 Core & Main LP	\$ 285.00	Tools/Mnt Spl - 2" Shell Cutter 9/12/19 - RK
45 Core & Main LP	\$ 305.68	Mnt Spl - Blue lube 9/16/19 - RK
46 Core & Main LP	\$ 291.00	Mnt Spl - Reed tubing cutter, ratchet, sewer tile 9/12/19 - RK 1/2
47 E&H Hardware Group, LLC	\$ 2.49	Mnt Spl - August 2019 - Keys - RK 1/2
48 Grainger	\$ 76.44	Mnt Spl - Trash grabbers 9/11/19 - GY
49 Grainger	\$ 12.00	Mnt Spl - Button batteries 9/12/19 - GY
50 Grainger	\$ 274.79	Mnt Spl - Dusters, telescopic poles 9/12/19 - GY
51 Grainger	\$ 7.74	Mnt Spl - V-Belt 9/12/19 - GY
52 Grainger	\$ 295.61	Mnt Spl - Sump pump 9/12/19 - GY
53 Grainger	\$ 13.40	Mnt Spl - Hex head plug 9/10/19 - GY
54 Indy Equipment and Supply LLC	\$ 211.57	Mnt Spl - Mesh, sealer, rebar 7/31/19 - RK 1/2
55 Rex Pipe & Supply Company	\$ 29.08	Mnt Spl - Viega Propresses (20) 9/10/19 - RK 1/2
56 Roberts Surveying Supplies Inc.	\$ 555.00	Mnt Spl - Paint, flags, lath 9/13/19 - JG 1/2
57 ABC Equipment Rental & Sales Corp	\$ 14.50	Mnt Spl - Hillman Fasteners 9/10/19 - RK 1/2
58 Active Plumbing Supplies	\$ 106.67	Mnt Spl - Wilkins Repair Kit 9/4/19 - RK
59 Core & Main LP	\$ 4,217.50	Water Dist Spl - Brass plugs, brass caps 9/10/19 - RK
60 Bain Enterprises	\$ 191.35	Mnt Spl - Chipping Hammer 9/13/19 - RK 1/2
61 Huntington National Bank	\$ 585.10	Charges on MC - August 2019 PA System, Food, Tools - RKM + TAD 1/4
62 Huntington National Bank	\$ 42.98	Charges on MC - August 2019 Dun + B, food for meetings, Adobe - TAD + RKM 2/6
63 Rock Pile Inc	\$ 3.75	Yard Repair Materials - Straw Bales 9/15/19 - RK 1/2
64 ABC Equipment Rental & Sales Corp	\$ 127.08	Mnt Spl - Stihl filter kit, belt, decomp. valves 9/18/19 - RK 1/2

65	Grainger	\$	289.69	Mnt Spl - Sump pump - vertical switch 9/16/19 - GY
66	Grainger	\$	613.80	Mnt Spl - Line interactive UPS 9/16/19 - GY
67	Grainger	\$	395.49	Mnt Spl - Solenoid valve 9/18/19 - GY
68	Grainger	\$	135.38	Mnt Spl - Rod stock, Round rod, float ball 9/19/19 - GY
69	Parker Supply LLC	\$	223.45	Mnt Spl - Kleenex white towels 9/10/19 - GY
70	SiteOne Landscape Supply, LLC	\$	35.49	Mnt Spl - Seed starter, rake 9/11/19 - RK 1/2
71	Indy Equipment and Supply LLC	\$	262.84	Mnt Spl - PVC Pipes 9/17/19 - RK 1/2
72	Indy Equipment and Supply LLC	\$	13.44	Mnt Spl - 7in MK Turbo Dia Blade 9/18/19 - RK 1/2
73	Lowe's	\$	1,418.88	Maintenance Supplies - August 2019 - RKM 1/2
74	Zoro Tools Inc	\$	397.11	Mnt Spl - Battery charger, battery, cup dispensers 9/16/19 - RKM 1/2
75	Zoro Tools Inc	\$	831.21	Mnt Spl - Lithium-ion brushless 6 tool kit, vacuum 9/11/19 - RKM 1/2
76	Culligan of Northeast Ohio Corp	\$	66.00	DI Rental and Supplies 8/31/19 - GY 1/2
77	Abraxis, LLC	\$	3,049.00	Lab Spl - Microcystins, pipette tips 9/16/19 - GY
78	Huntington National Bank	\$	1,136.36	Charges on MC - August 2019 Dun + B, food for meetings, Adobe - TAD + RKM 3/6
79	Huntington National Bank	\$	95.71	Charges on MC - August 2019 PA System, Food, Tools - RKM + TAD 2/4
80	Technology Management Solutions Inc	\$	1,321.49	Cnt Svc - Computer Support and Off-site backup 8/5/19 - RKM 1/2
81	Great Lakes Biomimicry Inc.	\$	5,000.00	GL Biomimicry Membership Fee 2019 - TAD
82	Treasurer, State of Ohio	\$	1,000.00	WFP Laboratory Standard Chem. Cert. 9/12/19 - GY
83	Ohio Edison	\$	82.33	elec svc @ 6680 W. Ridge Rd 9/17/19 - RKM
84	Illuminating Company	\$	146.76	Electric Service-Variou Dept 1/2
85	Illuminating Company	\$	647.84	elec svc @ 201 Miller Rd 8/9/19-9/11/19 - RKM
86	Illuminating Company	\$	6,536.55	elec svc @ 33385 Lake Rd SIP Bldg 8/9/19-9/10/19 - GY
87	Illuminating Company	\$	6,347.26	elec svc @ 33385 Lake Rd SIP PS 8/9/19-9/10/19 - GY
88	Centurylink	\$	620.29	Telephone Svc @ WFP - August 2019 - GY
89	Centurylink	\$	760.15	Telephone Svc @ 201 Miller Rd - August 2019 - RKM
90	AutoZone Inc.	\$	156.64	Eqp Mnt - Various belts for WFP 7/18/19 - GY
91	Gross Plumbing, Inc	\$	785.00	Bldg Mnt - 2" Watts Backflow Unit 9/13/19 - RK
92	Higey Mechanical Service Inc.	\$	346.00	Bldg mnt - Added Refrigerant to Circuit #1 8/30/19 - GY
93	Eve Fabrizio	\$	22.81	Customer Refund - Double payment of Final Bill 8/2/19 - TAD 1/2
94	Cheryl Arnold	\$	15.29	Reimbursement for mileage 9/16/19 - TAD
		\$	<u>213,343.34</u>	

**AVON LAKE REGIONAL WATER
FUND 721 - WASTEWATER EXPENSES
OCTOBER 1, 2019**

Vendor	Amount	Description
1 Wastewater Employees	\$ 59,372.38	Salaries PR Post BW 2201920
2 Wastewater Employees	\$ 4,522.77	Part Time Wages PR Post BW 2201920
3 Wastewater Employees	\$ 1,139.95	Overtime Wages Plant PR Post BW 2201920
4 Wastewater Employees	\$ 467.48	Overtime Wages Dist/Coll PR Post BW 2201920
5 Wastewater Employees	\$ 220.91	Overtime Wages Admin PR Post BW 2201920
6 Wastewater Employees	\$ 1,677.33	Overtime Wages Construction PR Post BW 2201920
7 Wastewater Employees	\$ 15.92	Overtime Wages Office PR Post BW 2201920
8 Wastewater Employees	\$ 2,995.20	Employee Time Buy Back PR Post BW 2201920
9 Wastewater Employees	\$ 3,200.00	CDL Allowance PR Post BW 2201920
10 Wastewater Employees	\$ 2,974.35	Medical Mutual Week Ending Sept 13, 2019
11 Wastewater Employees	\$ 1,826.48	HRA Week Ending September 13, 2019
12 Wastewater Employees	\$ 390.74	HRA Week Ending September 13, 2019
13 Wastewater Employees	\$ 727.11	Medical Mutual Week Ending Sept 20, 2019
14 Wastewater Employees	\$ 678.82	HRA Week Ending September 20, 2019
15 Medical Mutual	\$ 32,988.62	Medical/Prescription Insurance-October
16 Medical Mutual	\$ 1,888.62	Dental/Vision Insurance
17 Wastewater Employees	\$ 722.72	Hospitalization PR Post BW 2201920
18 Wastewater Employees	\$ (1,541.47)	Pay Day September 26, 2019 Employee Medical Contributions
19 Lincoln National Life Insurance Co	\$ 372.33	Group Life Insurance - October 2019
20 OPERS	\$ 19,138.97	OPERS Pension - Employee Share*
21 Cintas Corporation	\$ 608.23	Employee Uniform & Mat Rental Svc - August 2019 - RKM 2/2
22 Huntington National Bank	\$ 20.00	Charges on MC - August 2019 Dun + B, food for meetings, Adobe - TAD + RKM 4/6
23 Staples Advantage	\$ 33.73	Office Supplies - Bank bags 9/7/19 - RKM 2/2
24 Neofunds by Neopost	\$ 7.50	Neofunds Subscription 9/15/19 - RKM 2/2
25 Fuelman	\$ 559.43	Fuel for Vehicles - 9/23/19 - RKM 2/2
26 Great Lakes Petroleum Co	\$ 947.24	Diesel Fuel @ 201 Miller Rd 9/16/19 - RK 2/2
27 Great Lakes Petroleum Co	\$ 888.53	Diesel Fuel @ Center Rd PS 9/16/19 - RK
28 Jack Doheny Companies, Inc	\$ 281.80	Eq Mnt - Tank straps (8) 9/10/19 - RK 2/2
29 Huntington National Bank	\$ 333.32	Charges on MC - August 2019 Refurbish Receiver - RK 2/2
30 Discount Drug Mart Inc	\$ 23.00	Mnt Spl - August 2019 - Rust remover, bleach, kitchen brush - RKM 2/2
31 Core & Main LP	\$ 89.44	Mnt Spl - Kor N Seal PVC - Metroparks 9/18/19 - RK
32 E&H Hardware Group, LLC	\$ 2.49	Mnt Spl - August 2019 - Keys - RK 2/2
33 Indy Equipment and Supply LLC	\$ 211.57	Mnt Spl - Mesh, sealer, rebar 7/31/19 - RK 2/2
34 Mcmaster-Carr	\$ 53.97	Mnt Spl - Key stock, screws, steel countersink 9/10/19 - SB
35 MSC Direct	\$ 259.03	Mnt Spl - Turning tools, carbide turning inserts 9/3/19 - SB
36 Rex Pipe & Supply Company	\$ 29.08	Mnt Spl - Viega Propresses (20) 9/10/19 - RK 2/2
37 Roberts Surveying Supplies Inc.	\$ 555.00	Mnt Spl - Paint, flags, lath 9/13/19 - JG 2/2
38 United Laboratories Inc.	\$ 546.16	Jet Pak Agreement 9/10/19 - SB
39 Zoro Tools Inc	\$ 565.63	Mnt Spl - Pleated air filters (144) 9/9/19 - SB
40 ABC Equipment Rental & Sales Corp	\$ 14.50	Mnt Spl - Hillman Fasteners 9/10/19 - RK 2/2
41 Core & Main LP	\$ 291.00	Mnt Spl - Reed tubing cutter, ratchet, sewer tile 9/12/19 - RK 2/2
42 Huntington National Bank	\$ 585.11	Charges on MC - August 2019 PA System, Food, Tools - RKM + TAD 3/4
43 Mcmaster-Carr	\$ 220.01	Mnt Spl - Flowmeter PVC fittings 9/17/19 -SB 2/2
44 Mcmaster-Carr	\$ 129.46	Mnt Spl - Oil resistant panel lights 9/17/19 - SB
45 Indy Equipment and Supply LLC	\$ 262.84	Mnt Spl - PVC Pipes 9/17/19 - RK 2/2
46 Indy Equipment and Supply LLC	\$ 13.43	Mnt Spl - 7in MK Turbo Dia Blade 9/18/19 - RK 2/2
47 SiteOne Landscape Supply, LLC	\$ 35.48	Mnt Spl - Seed starter, rake 9/11/19 - RK 2/2
48 Zoro Tools Inc	\$ 141.12	Mnt Spl - L Banded V-Belts (2) 9/12/19 - SB
49 Lowe's	\$ 1,598.41	Maintenance Supplies - August 2019 - RKM 2/2
50 Bain Enterprises	\$ 191.35	Mnt Spl - Chipping Hammer 9/13/19 - RK 2/2
51 Huntington National Bank	\$ 908.89	Charges on MC - August 2019 Printer, food for meetings - SB 1/2
52 Huntington National Bank	\$ 42.98	Charges on MC - August 2019 Food for meetings, Adobe - TAD + RKM 5/6
53 Rock Pile Inc	\$ 48.75	Yard Repair Materials - Straw Bales 9/15/19 - RK 2/2
54 United Laboratories Inc.	\$ 1,807.13	Mnt Spl - Fresh Lift Non-Para Deodorizing Block 8/30/19 - SB
55 Zoro Tools Inc	\$ 397.12	Mnt Spl - Battery charger, battery, cup dispensers 9/16/19 - RKM 2/2
56 Zoro Tools Inc	\$ 831.21	Mnt Spl - Lithium-ion brushless 6 tool kit, vacuum 9/11/19 - RKM 2/2
57 ABC Equipment Rental & Sales Corp	\$ 127.08	Mnt Spl - Stihl filter kit, belt, decomp. valves 9/18/19 - RK 2/2
58 Jones & Henry Laboratories Inc.	\$ 170.00	Lab Testing for WRF 9/10/19 - SB
59 Culligan of Northeast Ohio Corp	\$ 40.80	DI Rental and Supplies 8/31/19 - GY 2/2
60 Complete Concrete	\$ 850.00	Saw Cut - Apron & Core drill manhole 9/18/19 - RK
61 Huntington National Bank	\$ 1,136.36	Charges on MC - August 2019 Dun + B, food for meetings, Adobe - TAD + RKM 6/6
62 Huntington National Bank	\$ 151.14	Charges on MC - August 2019 Printer, food for meetings - SB 2/2
63 Huntington National Bank	\$ 95.70	Charges on MC - August 2019 PA System, Food, Tools - RKM + TAD 4/4
64 D.G. Ashmun Crane Service	\$ 480.00	Cnt Svc - Crane Rental Svc 9/13/19 - SB
65 Technology Management Solutions Inc	\$ 1,050.00	Cnt Svc - Computer Support and Off-site backup 8/5/19 - RKM 2/2
66 Columbia Gas	\$ 851.57	gas svc @ 33675 Durrell 9/12/19 - SB

67	Constellation NewEnergy - Gas Division, LLC	\$	867.83	gas svc @ 33675 Durrell 9/18/19 - SB
68	Columbia Gas	\$	31.10	gas svc @ 641 Lear Rd PS 8/5/19-9/4/19 - RK
69	Illuminating Company	\$	9,789.39	elec svc @ Waterbury Ave 8/8/19-9/9/19 - SB
70	Illuminating Company	\$	78.59	elec svc @ 641 Lear R 8/7/19-9/9/19 - RK
71	Illuminating Company	\$	228.28	elec svc @ 31900 Lake Rd PS 8/7/19-9/9/19 - RK
72	Illuminating Company	\$	4,158.80	elec svc @ 32789 Lake Rd PS 8/9/19-9/10/19 - RK
73	Illuminating Company	\$	77.34	elec svc @ 671 Bridgeside PS 8/7/19-9/6/19 - RK
74	Illuminating Company	\$	79.19	elec svc @ Woodbridge Way 8/7/19-9/6/19 - RK
75	Illuminating Company	\$	71.44	elec svc @ 758 Jaycox Rd Sewer 8/7/19-9/9/19 - RK
76	Illuminating Company	\$	71.25	elec svc @ 810 Avon Belden Rd Sewer 8/10/19-9/11/19 - RK
77	Centurylink	\$	374.24	Telephone Svc @ Pump Stations - August 2019 - RK
78	Hazen and Sawyer	\$	14,259.33	Prof Svc - Residuals Master Plan 9/10/19 - RKM
79	Eve Fabrizio	\$	11.60	Customer Refund - Double payment of Final Bill 8/2/19 - TAD 2/2
		\$	<u>182,364.20</u>	

**AVON LAKE REGIONAL WATER
FUND 703 - MOR ETL 1 EXPENSES
OCTOBER 1, 2019**

	Vendor	Amount	Description
1	Avon Lake Regional Water	\$ 17,503.69	Operator Charges - ETL1 - August 2019 - RKM
2	Illuminating Company	\$ 11,580.62	elec svc @ 800 Moore Rd 8/10/19-9/11/19 - RKM
3	Engie Resources	\$ 19.64	elec svc @ 800 Moore Rd 9/1/19-9/30/19 - TAD
4	Illuminating Company	\$ 140.62	Electric Service-Variou Dept - RKM
5	Ohio Edison	\$ 60.22	elec svc @ Lear @ Mills 8/8/19-9/9/19 - RKM
6	Ohio Edison	\$ 58.62	elec svc @ Lear @ US 20 8/7/19-9/6/19 - RKM
7	Ohio Edison	\$ 58.20	elec svc @ Lear @ Chstn 8/7/19-9/6/19 - RKM
8	Ohio Edison	\$ 58.52	elec svc @ Butternut @ Root 7/6/19-9/5/19 - RKM
9	Insurance Partners Agency, Inc.	\$ 9,494.50	Insurance premium for ETLs 2019-2020 - TAD
		<u>\$ 38,974.63</u>	

**AVON LAKE REGIONAL WATER
FUND 762 - MOR ETL 2 EXPENSES
OCTOBER 1, 2019**

	Vendor	Amount	Description
1	Jones Chemicals Inc.	\$ 400.00	Chlorine @ Island Rd PS 9/13/19 - GY
2	Westview Concrete Corporation	\$ 770.00	Mnt Spl - Interlocking blocks 9/4/19 - RK
3	Hubert's Landscaping Co., Inc.	\$ 6,862.63	Lawn Restoration @ Race Rd 9/11/19 - RK
4	Kendera Enterprises Inc.	\$ 1,125.00	Cnt Svc - Race Rd Ditch Rehab 9/13/19 - RK
5	Avon Lake Regional Water	\$ 2,058.23	Operator Charges - ETL2 - August 2019 - RKM
6	Illuminating Company	\$ 3,661.17	elec svc @ 800 Moore Rd Rear Upper 8/10/19-9/11/19 - RKM
7	Ohio Edison	\$ 60.95	elec svc @ Barres Rd 8/8/19-9/9/19 - RKM
8	Illuminating Company	\$ 74.49	elec svc @ Detroit Rd 8/13/19-9/12/19 - RKM
9	Insurance Partners Agency, Inc.	\$ 9,494.50	Insurance premium for ETLs 2019-2020 - TAD
		<u>\$ 24,506.97</u>	

**AVON LAKE REGIONAL WATER
FUND 749 - LORCO EXPENSES
OCTOBER 1, 2019**

	Vendor	Amount	Description
1	Core & Main LP	\$ 9.56	Mnt Spl - Root Rd - Philmac Adaptor 9/9/19 - JG
2	Covalen Inc.	\$ 45,727.00	Grinder Pumps (10) 9/5/19 - RK
3	Illuminating Company	\$ 71.25	elec svc @ 33678 Walker Rd 8/10/19-9/11/19 - RKM
4	Lorain Medina Rural Electric Corp	\$ 212.62	elec svc @ Durkee N 7/23/19-8/23/19 - RKM
5	Lorain Medina Rural Electric Corp	\$ 48.41	elec svc @ Durkee S 7/23/19-8/23/19 - RKM
6	Lorain Medina Rural Electric Corp	\$ 89.65	elec svc @ 36879 Capel Rd 7/23/19-8/23/19 - RKM
7	Lorain Medina Rural Electric Corp	\$ 102.41	elec svc @ Indian Hollow 7/23/19-8/23/19 - RKM
8	Lorain Medina Rural Electric Corp	\$ 94.52	elec svc @ Slife Rd 7/23/19-8/23/19 - RKM
9	Lorain Medina Rural Electric Corp	\$ 87.12	elec svc @ Banks Rd 7/23/19-8/23/19 - RKM
10	Lorain Medina Rural Electric Corp	\$ 75.15	elec svc @ Cowley Rd 7/23/19-8/23/19 - RKM
11	Rural Lorain County Water Authority	\$ 53.81	Water Used @ 9871 Avon Belden 8/2/19-9/4/19 - RKM
12	Rural Lorain County Water Authority	\$ 88.76	Water Used @ 38393 Royalton Rd 8/2/19-9/3/19 - RKM
13	Rural Lorain County Water Authority	\$ 1,256.00	LORCO Meter Readings - August 2019 - RKM
14	LORCO	\$ 1,686.88	LORCO 2 Reimbursement - August 2019 - RKM
		<u>\$ 49,603.14</u>	

**AVON LAKE REGIONAL WATER
FUND 765 - LATERAL LOAN EXPENSES
OCTOBER 1, 2019**

	Vendor	Amount	Description
1	Killeen Plumbing Co.	\$ 4,000.00	Lateral Loan Program - 175 Inwood - RKM
2	Killeen Plumbing Co.	\$ 3,800.00	Lateral Loan Program - 188 Inwood - RKM
3	Concrete & More, Inc.	\$ 4,000.00	Lateral Loan Program - 209 Belmar - RKM
4	Kendera Enterprises Inc.	\$ 4,000.00	Lateral Loan Program - 229 Inwood - RKM
		<u>\$ 15,800.00</u>	

AVON LAKE REGIONAL WATER
FUND 704 - WATER CONSTRUCTION EXPENSES
OCTOBER 1, 2019

	Vendor	Amount	Description
1	HDR, Inc.	\$ 38,491.87	Capital Improvements Design - Waterline 4/26/19 - JG
2	HDR, Inc.	\$ 31,493.35	Capital Improvements Design - Waterline 5/14/19 - JG
3	HDR, Inc.	\$ 83,982.26	Capital Improvements Design - Waterline 6/11/19 - JG
		<u>\$ 153,967.48</u>	

ACTION ITEMS FROM BOARD MEETINGS

DATE	CATEGORY*	TOPIC	SOLUTION	STATUS
9/17/2019	Financial	The Chairman asked staff to develop a plan for providing valve turning services to bulk customers in 2020, including estimated costs and revenues in the budget.	Staff has met internally and will continue moving the concept forward.	Open
9/17/2019	Financial	Members asked the CUE to continue working with Executive Director Toy regarding the Columbia Township agreement.	Cthe CUE met with Mr. Toy on 9/25 and will work closely with him regarding potential changes to the draft agreement.	Answer
9/3/2019	Misc.	Members asked if there was a requirement for the Civil Service Advertisement to be put in the local paper.	Civil Service Rules require publication in one paper of "general circulation." Westlife has historically been used because it is the most reasonably priced.	Answer
9/3/2019	Lateral Proj.	Members asked about the legal path forward for properties still connected to the combined sewer.	The CUE/CUO met with the Law Director and Public Works Director 9/13/19 to discuss options. The Law Director feels it is within our rights to remove the water meter for occupied properties in order to prevent unlawful discharges.	Answer
9/3/2019	Misc.	Members asked that awards won by Avon Lake Regional Water be displayed for the public to see.	Staff will look into a display case or another method of display.	Answer
8/23/2019	Misc.	Members asked for "On Hold Messaging" for the new phone system.	Staff has included the "On Hold Messaging" in the new phone system.	Answer
7/2/2019	Financial	Members expressed concern re LORCO Board's consideration of tap fee changes for the Ryan Homes project.	LORCO has told Ryan Homes that tap fees will be the same as for all other new development.	Answer
4/2/2019	Misc.	Please consider a landscape bed in front of the fence on Lake Rd. near WRF.	A landscape easement was drafted by the Law Director and is currently being reviewed by GenOn.	Answer
4/2/2019	Misc.	Members asked to see the new agreement with Sprint for a structure on the water tower	The CUO is working with the Law Director on revisions to the agreement and will provide a draft to the Board before requesting approval.	Answer
3/19/2019	Financial	Please see if there is a way to work together with the City regarding the phone system.	Interacting with City's intended phone system provider regarding initial proposal and is reviewing updated proposal prior to final selection.	Answer
3/19/2019	Financial	What are anticipated costs for Class B v. landfilling residuals?	Will be included as a part of the Residuals Master Plan or with potential earlier Residuals bidding process.	Answer
3/4/2019	Financial	Why is Avon Lake Regional Water being charged property taxes despite being a tax-exempt organization, and have we filed the appropriate exemptions?	All required documents have been submitted to the County. The Finance Director is awaiting a response.	Answer
3/19/2019	Misc.	Please work with the City to see how the Developer Agreement could be worked into the Planning Code.	The CUE is working with the Public Works Director on this matter.	Answer
1/15/2019	Misc.	Readerboard sign for Lake Road	Zoning classified Water Plant as institutional and we are required to follow the permitted use of "Public Utility Transmission & Distribution Stations" Section 1212.03 of the Zoning regulations.	Answer

*Categories: Financial, Lateral Project, Personnel, Education/CI, Strat. Plan or Misc.