

Avon Lake Board of Municipal Utilities

AGENDA

For

Tuesday

January 3, 2017

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) Republic Services Residuals Disposal Contract Extension
 - 2) Lateral Loan Program
 - 3) Chairman/Committee/Member Reports
 - 4) CUE Report
 - B. Miscellaneous
5. Public Speakers
6. Adjourn

Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**
From: **Todd Danielson & Steve Baytos**
Subject: **Agenda Items – January 3, 2017**
Date: **December 30, 2016**

Item 4A1: Republic Services Residuals Disposal Contract Extension – SCB

We executed an extension with Republic services through 2017 with no increase in rates. This is until we have our Plant upgrade further along and can generate Class B sludge.

Item 4A2: Lateral Loan Program – TAD

Since the last Board meeting, one additional agreement for the Lateral Loan Program has been executed, bringing the total to 28 properties, with \$93,000 (total) committed and \$13,750 paid so far. The average loan request is for approximately \$3,300.

Item 4A4: CUE Action Items – TAD

Below are responses to questions asked by the Board:

SPCC Plan for 5,000 gal diesel tank at the WPCC: Currently the new generator and tank is not on property. We hope to have the new storm sewers in place before the tank is filled. These sewers will be connected to the Plant. Further, the sewers are secured by a valve vault that can be closed and hold any spill in the sewers if needed. There will be no chance of contaminating the Lake.

Annual biomimicry report: The biomimicry PhD students will provide an update at the Board's May 16, 2017, work session. The CUE has the following draft schedule for work session agenda items:

January	Board Candidate Interviews
February	Brown and Caldwell Sewer Model Conclusions
March	Open (Asset management/GIS update?)
April	LORCO Update (I will not be present at this meeting)
May	Biomimicry Update

LORCO Expense: The lawsuit expense was working through the purchase order process earlier and is on the Expenditures the Board will approve on January 3, 2017.

Status of ISO9000: In order to begin preparing for an overall management system such as ISO9000, we believe asset management will be part of any system we implement. We are starting to look at that now. In the early part of the new year, we will begin speaking with consultants that can help provide guidance on quality management systems.

What are we doing to harden SCADA: The paperwork has been started to allow The Department of Homeland Security to complete a physical and virtual audit of our facilities.

Future of GIS Analyst position: We will have an update at the meeting.

Medical Mutual Billing: Calls and emails in to Steve Presley without response.

Elyria easement: no change.

Personnel: We will have a discussion at the meeting.

12/29/16

Avon Lake Municipal Utilities
Water Fund 701 Expenses
 January 3, 2017

Name	Amount	Memo	Account
Jan 3, 17			
1. Water Employees	48,767.71	Salaries P/R #1 12/12/16-12/25/16	701 5-180 7-102-...
2. Water Employees	2,616.42	PartTime P/R #1 12/12/16-12/25/16	701 5-180 7-105-...
3. Water Employees	9,051.11	Overtime P/R #1 12/12/16-12/25/16	701 5-180 7-106-...
4. Brass, Mike	10.00	1 Employee Meal Allowance - LS	701 5-180 7-200-...
5. Gomez, Kristin	50.00	5 Employee Meal Allowances-LS	701 5-180 7-200-...
6. Kral, Kristin	10.00	1 Employee Meal Allowance-LS	701 5-180 7-200-...
7. Medical Mutual of Ohio	222.85	Med Mutual Pmt 12/13/16	701 5-180 7-203-...
8. Medical Mutual of Ohio	642.64	Med Mutual Pmt 12/20/16	701 5-180 7-203-...
9. Medical Mutual of Ohio	766.08	Med Mut Opt-Out P/R #26	701 5-180 7-203-...
10. Medical Mutual of Ohio	-1,277.64	Med Mut Emp Contrib P/R #26	701 5-180 7-203-...
11. PERS	13,387.88	PERS - November 2016 Wages	701 5-180 7-209-...
12. Medicare	589.98	Medicare - P/R #25 12/07/16	701 5-180 7-212-...
13. Medicare	788.42	Medicare - P/R #25 12/19/16	701 5-180 7-212-...
14. Avon Lake Printing	670.50	Vehicle Magnets-EW	701 5-180 8-601-...
15. Federal Express	17.67	Shipping Charges-LS	701 5-180 8-601-...
17. FriendsOffice	89.33	Office Supplies-KK	701 5-180 8-601-...
18. Neofunds by Neopost	537.45	1/2-Postage for Meter-LS	701 5-180 8-601-...
19. Shamrock	2,076.26	1/2-Print/Mail DVD's-EW	701 5-180 8-601-...
20. Staples	47.71	1/2-Office Supplies-LS	701 5-180 8-601-...
21. U.S. Bank	515.82	1/2-Lease Pmt-2 Ricoh Copiers-TAD	701 5-180 8-601-...
22. Jones Chemicals Inc.	2,850.00	6 Tons Chlorine @ Water Plant - SH	701 5-180 8-602-...
23. USALCO	6,352.86	49.60 Tons Alum - SH	701 5-180 8-602-...
24. ABC Equipment Rental	327.46	1/2-Maintenance Supplies-RK	701 5-180 8-603-...
25. Active Plumbing Supply	53.85	1/2-Maintenance Supplies-RK	701 5-180 8-603-...
26. Kinzua Environmental Inc.	157.49	Maintenance Supplies-SH	701 5-180 8-603-...
27. Parker Supply LLC.	35.80	Maintenance Supplies-SH	701 5-180 8-603-...
28. Roberts Surveying Supplies	300.00	1/2-Maintenance Supplies-JRG	701 5-180 8-603-...
29. Swift First Aid Service	52.55	Svc First Aid Kits@WFP-SH	701 5-180 8-603-...
30. Swift First Aid Service	43.53	1/2-Svc First Aid Kits@201Miller-RK	701 5-180 8-603-...
31. Titan Supply	619.16	1/2-Maintenance Supplies-RK	701 5-180 8-603-...
32. Home Depot	507.63	Maintenance Supplies-SH	701 5-180 8-603-...
33. Avon Lake Sheet Metal Co...	125.00	Plate for PLC Cabinet-SH	701 5-180 8-607-...
34. Grainger Inc.	62.28	Lamps for Switchgear Display-SH	701 5-180 8-607-...
35. Harold Archer & Sons	2,108.06	150.04 Tons Stone-RK	701 5-180 8-612-...
36. HD Supply Waterworks, Ltd.	1,139.70	Water Distribution Supplies-RK	701 5-180 8-612-...
37. Rock Pile	19.99	Propane Tank Refill-RK	701 5-180 8-612-...
38. Scientific Methods Inc.	375.00	Monthly Lab Testing-SH	701 5-180 8-615-...
39. Columbia Gas	27.16	GasSvc@WFP Lab 11/15/16-12/16/16...	701 5-180 8-700-...
40. Columbia Gas	1,433.83	GasSvc@WaPlant 11/15/16-12/16/16-...	701 5-180 8-700-...
41. Columbia Gas	540.03	GasSvc@WFPGarage 11/15/16-12/16...	701 5-180 8-700-...
42. Columbia Gas	40.15	GasSvc@WFP Aux 11/15/16-12/16/16...	701 5-180 8-700-...
43. Columbia Gas	84.75	GasSvc@WFP SIP 11/15/16-12/16/16...	701 5-180 8-700-...
44. Engie Resources	648.14	Elect@201Miller 11/09/16-12/09/16-TAD	701 5-180 8-700-...
45. Time Warner Cable	134.99	1/2-InternetSvc@201Miller 12/14/16-0...	701 5-180 8-700-...
46. Grainger Inc.	792.87	Building Maintenance-SH	701 5-180 8-700-...
47. Area Temps	891.60	Temp Office Help-Week Ending 12/11/...	701 5-180 8-701-...
48. Area Temps	891.60	Temp Office Help-Week Ending 12/18/...	701 5-180 8-701-...
49. Burgess & Niple, Inc.	7,881.84	Elyria Interconnection Eval 10/2/16-11/...	701 5-180 8-701-...
50. PICT Partnership-Westlife	42.50	1/2-Ad for Board Member-LS	701 5-180 8-701-...
51. Technology Management S...	850.00	1/2-Offsite Backup-Dec.2016-TAD	701 5-180 8-701-...
52. Technology Management S...	279.99	Color Printer-SH	701 5-180 8-701-...
53. Fuelman of Northern Ohio	867.78	1/2-Fuel for Vehicles 12/5/16-12/18/16-...	701 5-180 8-707-...
54. Fisher Auto Parts Inc.	50.34	1/2-Misc Truck Parts-RK	701 5-180 8-707-...
Sylvester Truck & Tire Servi...	272.84	1/2-Tires for Truck-RK	701 5-180 8-707-...

12/29/16

Avon Lake Municipal Utilities
Water Fund 701 Expenses
January 3, 2017

Name	Amount	Memo	Account
55. Bay Mechanical & Electrical ...	238.20	Misc Work @WaterPlant-SH	701 5-180 8-708-...
56. Parker Supply LLC.	53.25	Building Maintenance-SH	701 5-180 8-708-...
57. Young Security Services	473.95	Master Padlocks-SH	701 5-180 8-708-...
58. Cutting Edge Lawn & Lands...	380.00	Lawn Svc@201 Miller-Oct 2016- RK	701 5-180 8-709-...
59. Speed Exterminating Comp...	30.00	1/2-Exterminating@201Miller-Dec 201...	701 5-180 8-709-...
60. Illuminating Co.	619.22	Elect@201Miller 11/09/16-12/09/16-TAD	701 5-180 8-711-...
61. Cardconnect	47.15	1/2-On-Line Fees - Nov 2016 - LS	701 5-180 8-907-...
62. U.S. Bank	11.98	1/2-Bank Fees - October 2016	701 5-180 8-907-...
63. U.S. Bank	68.37	1/2-Bank Fees - November 2016	701 5-180 8-907-...
Jan 3, 17	<u>112,363.08</u>		

12/29/16

Avon Lake Municipal Utilities
Wastewater Fund 721 Expenses
 January 3, 2017

Name	Amount	Memo	Account
Jan 3, 17			
1. Wastewater Employees	70,117.56	Salaries P/R #1 12/12/16-12/25/16	721 5-190 7-102...
2. Wastewater Employees	7,025.27	PartTime P/R #1 12/12/16-12/25/16	721 5-190 7-105...
3. Wastewater Employees	9,180.47	Overtime P/R #1 12/12/16-12/25/16	721 5-190 7-106...
4. Mitchell, Dale	20.00	2 Employee Meal Allowances-LS	721 5-190 7-200...
5. Fischer, William	10.00	1 Employee Meal Allowance-LS	721 5-190 7-200...
6. Sadowski, Dale	20.00	2 Employee Meal Allowances-LS	721 5-190 7-200...
7. Medical Mutual of Ohio	227.09	Med Mutual Pmt 12/13/16	721 5-190 7-203...
8. Medical Mutual of Ohio	654.87	Med Mutual Pmt 12/20/16	721 5-190 7-203...
9. Medical Mutual of Ohio	1,532.16	Med Mut Opt-Out P/R #26	721 5-190 7-203...
10. Medical Mutual of Ohio	-2,018.52	Med Mut Emp Contrib P/R #26	721 5-190 7-203...
11. PERS	24,032.87	PERS - November 2016 Wages	721 5-190 7-209...
12. Medicare	1,129.13	Medicare - P/R #25 12/07/16	721 5-190 7-212...
13. Medicare	1,208.24	Medicare - P/R #26 12/19/16	721 5-190 7-212...
14. FriendsOffice	144.90	Office Supplies-KK	721 5-190 8-601...
15. Neofunds by Neopost	537.45	1/2-Postage for Meter-LS	721 5-190 8-601...
16. Shamrock	2,076.27	1/2-Print/Mail DVD's-EW	721 5-190 8-601...
17. Staples	47.70	1/2-Office Supplies-LS	721 5-190 8-601...
18. U.S. Bank	515.82	1/2-Lease Pmt-2 Ricoh Copiers-TAD	721 5-190 8-601...
19. Bonded Chemicals Inc.	3,775.29	8.7391 Tons Ferric Chloride-SB	721 5-190 8-602...
20. Mississippi Lime Co.	3,262.62	22.10 Tons Lime-SB	721 5-190 8-602...
21. ABC Equipment Rental	327.46	1/2-Maintenance Supplies-RK	721 5-190 8-603...
22. Active Plumbing Supply	53.85	1/2-Maintenance Supplies-RK	721 5-190 8-603...
23. Grainger Inc.	52.80	Maintenance Supplies-RK	721 5-190 8-603...
24. Roberts Surveying Suppli...	300.00	1/2-Maintenance Supplies-JRG	721 5-190 8-603...
25. Swift First Aid Service	62.70	Svc First Aid Kits @WPCC-SB	721 5-190 8-603...
26. Swift First Aid Service	43.52	1/2-Svc First Aid Kits@201Miller-RK	721 5-190 8-603...
27. Titan Supply	619.16	1/2-Maintenance Supplies-RK	721 5-190 8-603...
28. Hach Company	1,058.78	Lab Supplies-SB	721 5-190 8-615...
29. Columbia Gas	461.00	GasSvc@WPCC 10/18/16-11/15/16-SB	721 5-190 8-700...
30. Columbia Gas	27.15	GasSvc@CenterP.S.11/15/16-12/16/16-RK	721 5-190 8-700...
31. Illuminating Co.	7,084.73	Elect@WPCC 11/08/16-12/08/16-SB	721 5-190 8-700...
32. Illuminating Co.	49.94	Elect@AvonBeldenSwMtr.11/10/16-12/09/1...	721 5-190 8-700...
33. Engie Resources	7,655.93	Elect@WPCC 11/08/16-12/08/16-SB	721 5-190 8-700...
34. Engie Resources	659.00	Elect@CenterP.S.11/08/16-12/08/16-RK	721 5-190 8-700...
35. Interstate Gas Supply, Inc.	78.14	Gas Svc@WPCC November 2016-SB	721 5-190 8-700...
36. Time Warner Cable	265.76	Internet/Phone Svc@WPCC 12/22/16-01/2...	721 5-190 8-700...
37. Time Warner Cable	135.00	1/2-InternetSvc@201Miller 12/14/16-01/13/...	721 5-190 8-700...
38. Brown & Caldwell	11,248.64	Coll Sys Modeling Update 10/28/16-11/24/1...	721 5-190 8-701...
39. PICT Partnership-Westlife	42.50	1/2-Ad for Board Member-LS	721 5-190 8-701...
40. Solar Testing Laboratorie...	2,008.50	Testing/inspection@WPCC 11/14/16-11/27/...	721 5-190 8-701...
41. Technology Managemen...	850.00	1/2-Offsite Backup-Dec.2016-TAD	721 5-190 8-701...
42. Williams Scotsman, Inc.	226.00	Container Rental 12/20/16-1/28/17-SB	721 5-190 8-701...
43. Fuelman of Northern Ohio	867.78	1/2-Fuel for Vehicles 12/5/16-12/18/16-LS	721 5-190 8-707...
44. Fisher Auto Parts Inc.	50.35	1/2-Misc Truck Parts-RK	721 5-190 8-707...
45. Sylvester Truck & Tire S...	272.84	1/2-Tires for Truck-RK	721 5-190 8-707...
46. Cutting Edge Lawn & La...	380.00	Lawn Svc@201 Miller-Oct 2016- RK	721 5-190 8-709...
47. Speed Exterminating Co...	30.00	1/2-Exterminating@201Miller-Dec 2016-TAD	721 5-190 8-709...
48. Cardconnect	47.15	1/2-On-Line Fees - Nov 2016 - LS	721 5-190 8-907...
49. U.S. Bank	11.98	1/2-Bank Fees - October 2016	721 5-190 8-907...
50. U.S. Bank	68.37	1/2-Bank Fees - November 2016	721 5-190 8-907...
Jan 3, 17	158,538.22		

12/29/16

Avon Lake Municipal Utilities
MOR Fund 703 Expenses - ETL1
January 3, 2017

Name	Amount	Memo	Account
Jan 3, 17			
1. Illuminating Co.	9,356.02	Elect@Moore PS.11/10/16-12/10/16-TAD	703 5-180 8-703...
2. Engie Resources	8,260.27	Elect@Moore PS.11/10/16-12/10/16-TAD	703 5-180 8-703...
3. Jones Chemicals Inc.	162.50	Chlorine @Moore Rd Pump Sta-SH	703 5-180 8-740...
Jan 3, 17	<u>17,778.79</u>		

12/29/16

Avon Lake Municipal Utilities
MOR Fund 762 Expenses - ETL2
January 3, 2017

Name	Amount	Memo	Account
Jan 3, 17			
1. Illuminating Co.	4,926.78	Elect@Moore PS.11/10/16-12/10/16-TAD	762 5-180 8-70...
2. Engie Resources	4,345.06	Elect@Moore PS.11/10/16-12/10/16-TAD	762 5-180 8-70...
3. Jones Chemicals Inc.	162.50	Chlorine @Moore P.S.-SH	762 5-180 8-74...
4. Jones Chemicals Inc.	325.00	Chlorine @Island P.S.-S	762 5-180 8-74...
5. Illuminating Co.	88.44	Elect@Detroit PRV11/10/16-12/10/16-T...	762 5-180 8-74...
	<u>9,847.78</u>		
Jan 3, 17			

12/29/16

Avon Lake Municipal Utilities
LORCO Fund 749 Expenses
January 3, 2017

Name	Amount	Memo	Account
Jan 3, 17			
1. LORCO Employees	1,250.00	4th Quarter LORCO Stipends	749 5-190 7-102...
2. RLCWA	55.76	Water Used@Tri-Plex 11/2/16-12/1/16-...	749 5-190 8-700...
3. RLCWA	92.00	Water Used@FourPlex 11/2/16-12/2/16...	749 5-190 8-700...
4. Illuminating Co.	85.58	Elect@Walker Rd 11/11/16-12/10/16-T...	749 5-190 8-700...
5. DiGioia-Suburban Excav...	109,455.75	Settlement - Case #12CV17761-TAD	749 5-190 8-701...
6. RLCWA	1,158.00	LORCO Meter Readings-Nov. 2016-TAD	749 5-190 8-848...
7. Cardconnect	106.25	Credit Card Fees - November 2016-LS	749 5-190 8-907...
Jan 3, 17	<u>112,203.34</u>		

12/29/16

Avon Lake Municipal Utilities
Lateral Loan Program Fund 765
January 3, 2017

Name	Amount	Memo	Account
Jan 3, 17			
1. Concrete & More Inc.	<u>4,000.00</u>	Sanitary Lateral Work-135 Woods...	765 5-190 8-701-Cont...
Jan 3, 17	<u>4,000.00</u>		