

Avon Lake Board of Municipal Utilities

AGENDA

For

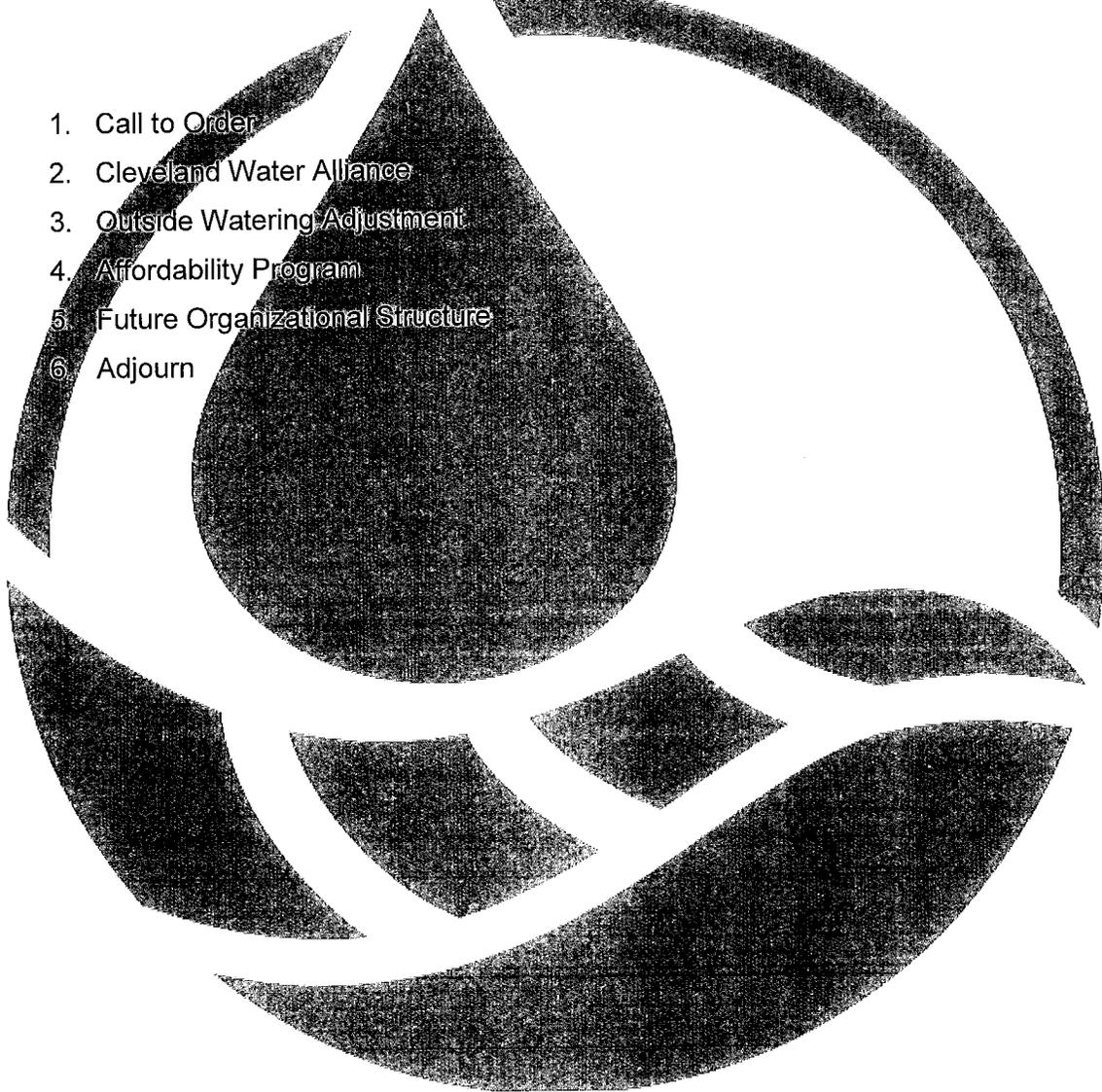
WORK SESSION

Tuesday

January 16, 2018

6:00 PM

1. Call to Order
2. Cleveland Water Alliance
3. Outside Watering Adjustment
4. Affordability Program
5. Future Organizational Structure
6. Adjourn



Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**
From: **Todd Danielson**
Subject: **Agenda Items – January 16, 2018 Work Session**
Date: **January 12, 2018**

Item 2: Cleveland Water Alliance – TAD

At the request of the Board wanting to learn more about the Cleveland Water Alliance and our partnership with it, Bryan Stubbs, CWA's Executive Director, will make a brief presentation and answer questions.

Item 3: Outside Watering Adjustment – TAD

As discussed at the December 19, 2017, work session, weather patterns have been changing; and customers have been irrigating later into the fall. This has led to customers paying high wastewater bills because the Summer Billing Adjustment is no longer in effect for the fall quarter. With wastewater rates likely needing to increase by approximately 80% in the next six years to account for increased debt service, the CUE proposes renaming the "Summer Billing Adjustment" to the "Outside Watering Adjustment" and implementing it in both the summer and fall quarters. The potential drop in revenues is accounted for in the proposed rate change. To implement this change, it would require a change to Section 2.19 of Title II, Chapter 2 of our Regulations. The modified regulations would read as follows:

Section 2.19 ~~Summer Billing~~ Outside Watering Adjustment. Individual residential accounts during the third and fourth billing quarters will have the sewer service charge adjusted to allow for summer sprinkling outside water use. The adjustment to the sewer service charge will be based on the average of the water used during the first two quarters of the year.

The ~~summer billing~~ outside watering adjustment shall only apply to individual residential accounts (single family residences). No adjustment shall be made for apartment, condominium, commercial, industrial, or governmental accounts, or consumers with sprinkling meters.

Item 4: Affordability Program – TAD

Per the Board's direction from the January 2, 2018, meeting, the CUE further investigated potential affordability program options if wastewater rates increase. Avon Lake Regional Water's current program with Community Resource Services (CRS) provides relief for acute conditions. Income-qualified individuals/families can request CRS pay up to one water/wastewater bill per year using funding provided by Avon Lake Regional Water to CRS.

At the January 2 meeting, members discussed the potential for income qualified programs with the assistance of CRS and the idea of eliminating the Wastewater Administration Fee in

exchange for charging a Minimum Service Fee and including a certain amount of usage. The CUE worked in collaboration with the Community Outreach Specialist, the Biller-Bookkeeper, and CRS to identify potentially viable and helpful options that kept in mind Board priorities such as doing the most good for customers in need, while minimizing the potential for people to "game the system." Below, a minimum service fee will first be presented.

For decades, Avon Lake Regional Water has charged a minimum rate for water, which for residential customers with the standard meter is 5,000 gallons per quarter (currently \$9.25/quarter). The Wastewater Administration Fee was last changed in 2002 to \$8.25/bill and does not include any usage. There is the potential to eliminate the Wastewater Administration Fee and implement a Wastewater Minimum Service Fee in its place and include a certain amount of usage. As an alternate, a minimum rate for wastewater could be established, similar to the water minimum rate. Either alternative would be implemented across all customers and could either potentially increase the minimum bill received or reduce overall revenues from customers. The table below presents one potential option in comparison to the current methodology.

Estimated Quarterly Bills Based upon Usage (7/1/17 rates)					
Minimum Svc Fee Quantity Included	3 kgal/qtr				
	0 Usage	2 kgal/qtr Usage	5 kgal/qtr Usage	20 kgal/qtr Usage	50 kgal/qtr Usage
Water	\$9.25	\$9.25	\$9.25	\$37.00	\$92.50
Wastewater	\$20.00	\$20.00	\$29.60	\$101.60	\$245.60
Total Bill	\$29.25	\$29.25	\$38.85	\$138.60	\$338.10
Current WW Bill	\$8.25	\$17.85	\$32.25	\$104.25	\$248.25
Addn'l Exp/Svgs	\$11.75	\$2.15	(\$2.65)	(\$2.65)	(\$2.65)
Impacted Custs	~150	~250	~7,900 would save		Potential Cost \$76,500

The CUE performed several permutations of different minimum service fees and included usages in the fees. As may be seen or extrapolated from the table above, though a minimum service fee may provide additional revenue stability (especially if the minimum service fee was established equivalent to the current admin fee + a certain set usage), it cannot help those who most need a break without also providing the same break to all. If that was done, then the rates would need to be increased for all to offset the break.

At the Board's direction, the CUE could propose a Minimum Service Fee at the next meeting. Setting a Minimum Wastewater Service Fee of \$13.75/qtr including the first \$1,000 of usage would essentially be revenue neutral and could improve revenue stability, especially if a small inflationary escalation was included in the fee (e.g., a \$0.50/qtr increase each year).

In order to help mitigate the impacts of the rate increases on those most in need, some sort of affordability program must be implemented. A number of neighboring utilities have affordability programs and/or homestead exemptions. Elyria, for example, reduces the basic fee in order to save expenses for qualified individuals. Cleveland, on the other hand, increases the basic fee but then significantly reduces the metered rate. As staff worked through these alternatives, reducing the basic fee was discarded as an option because there is at least some sentiment on the Board to raise the minimum fee and include a certain amount of usage in that fee. The

discounted rate was also discarded because that would allow those receiving the credit to receive it on all usage including irrigation. To staff, that could be considered "gaming the system."

After extensive internal discussion, staff believed the most-appropriate program would be one where a bill credit would be offered based upon the number of people within the income-qualified residence. The program would be administered in collaboration with CRS. Individuals/families interested in the affordability program would fill out a program application that would be reviewed by CRS. Eligible individuals/families would have a household income at 175% of the federal poverty level or below. This is the level CRS and many assistance programs use to determine whether services may be offered. CRS would qualify applicants for the program. Avon Lake Regional Water would be notified by CRS of the eligible program participants and the number of people in the residence. For the next four quarterly billing cycles, the income-qualified individuals would receive a 1,000 gallon water and wastewater bill credit per number of household residents at the time of application. For example, if there are three residents of a home at the time of income-qualification, then Avon Lake Regional Water would provide a 3,000 gallon water and wastewater credit per quarter. The program year would correspond with when rate increases are typically enacted within Avon Lake: for bills issued after July 1 and would extend through June 30.

EPA has a long-established affordability threshold of water and wastewater bills being up to 2% of income. The 2017 threshold income for affordability programs for a family is \$35,735/year. The 2017 average annual residential water and wastewater bill was approximately \$450, which is about 1.25% of threshold income; however, it could be a significantly higher percentage of actual family income. Below is a table showing the potential savings income-qualified customers could see based upon 2017 expenses.

	Estimated Annual Bills Based upon Family Size				
	Low Water Use				
	Family of 1	Family of 1	Family of 2	Family of 3	Family of 4
Water	\$37	\$46	\$92	\$138	\$184
Wastewater	\$52	\$103	\$207	\$310	\$413
Total Bill	\$89	\$149	\$299	\$448	\$597
Water Credit	\$7.40	\$7.40	\$14.80	\$22.20	\$29.60
Wastewater Credit	\$19.20	\$19.20	\$38.40	\$57.60	\$76.80
Total Credit	\$26.60	\$26.60	\$53.20	\$79.80	\$106.40
<i>Discount</i>	30%	18%	18%	18%	18%

As may be seen in the table above, a low water user could potentially see a significant discount on his/her annual bill, and average users would still see appreciable savings.

In Avon Lake, CRS has approximately 250 clients that meet this income qualification. It is known by CRS that approximately 100 of these clients do not pay water/wastewater bills. The remaining clients could be individuals or families and represent the estimated initially qualified customers when determining program costs. However, there could easily be double or triple that when considering the populations whom haven't approached CRS for assistance but would qualify anyway. Based upon those estimates, below is a range of potential costs to the organization for this program:

	Potential Initial Annual Cost	
	Low (100)	High (300)
Water	\$2,000	\$6,000
Wastewater	\$5,000	\$15,000
Total	\$7,000	\$21,000

Based upon these estimates, the program cost would not significantly affect the budget but could significantly help these customers.

Anecdotally, Avon Lake Regional Water receives somewhere on the order of ten calls per year asking if we offer a senior discount or a homestead exemption. There are minor differences between homestead exemptions and affordability programs. For ease of implementation, staff believes the proposed program above helps address the needs of a broad range of customers. If the Board requests, the CUE can explore additional options to accompany the affordability program.

It should be noted that when Board members brought up the idea of this several years ago, the CUE indicated that utilities receiving federal assistance through the revolving loan program and/or grants were unable to provide discounts.

Item 5: Future Organizational Structure – TAD

Approximately a year ago, the CUE presented his and senior staff's vision of a future organizational structure. At least one Board member expressed an interest to further discuss future organizational structure in a facilitated Work Session. The CUE understands and supports the merits of that. In order to best help the facilitation session, the CUE believes we should first undertake the strategic planning process. The current strategic plan goes through 2018. By undertaking the strategic planning process during the summer of 2018 (after the new CUO is on board) and achieving buy in for the 2019 – 2022 strategic plan, any updates to the organizational structure could reflect strategic initiatives. In order to help guide the strategic plan, the CUE believes we should ask an industry expert to provide his/her views of the future trends of the utility sector. The CUE is knowledgeable of and would be comfortable presenting the future trends, especially in association with the new CUO. However, there may be more collective buy-in if an outside expert presents the material. The CUE requests the Board's input on the proposed approach and alternatives above.

With that being stated, Avon Lake Regional Water is currently advertising for an Analyst/ Assistant. Resumes from some potentially appropriate individuals have recently been received. The CUE would like to fill the position prior to working through the process above in order to allow the CUE to be able to better focus on strategy and the items in the CUE's appraisal and requests to briefly discuss with the Board potential options for a path forward for that position.

Board of Municipal Utilities' Sewer Lateral Path Forward

Background

Avon Lake is one of approximately 860 communities across the United States (72 in Ohio) served by combined sewer systems that collect both sanitary wastes and storm waters from residences and businesses. The 1972 Clean Water Act required communities to address combined sewer overflows, and several EPA policies since that time gave communities the ability to best choose how to do so. In 2004, Avon Lake and Ohio EPA came to agreement that all combined sewers within the city would be separated by 2020 so that storm water and sanitary wastes are captured and managed differently.

Initially, as sewers were being separated in Avon Lake, customers were allowed to keep their foundation drains connected to what became their sanitary lateral that discharged into the sanitary sewer. However, several extreme rain events led Avon Lake (through its Board of Municipal Utilities and Avon Lake Regional Water) to investigate and determine gravity foundation drains may provide significant quantities of water to the sanitary sewer during rain events. This led to changes in Avon Lake Regional Water's Regulations to no longer allow foundation drains to be connected to the sanitary lateral and a City Council ordinance supporting the requirement.

In consultation with the City Council, the Board of Municipal Utilities established three deadlines (the first being February 1, 2018) for customers to assure foundation drains and other clean water sources are prevented from entering the sanitary sewer. Due to a variety of reasons, one month prior to the first deadline of February 1, 2018, approximately 230 customers with that deadline still have not had their free inspection to help determine if they have clean water entering their sanitary lateral and nearly 300 customers who know they have a problem have not yet prevented clean water from entering their sanitary laterals. Board members and Avon Lake Regional Water staff have been told by some that they are trying to comply; however, contractors are backed up due to excessive work.

The Board made these changes that prevent customers from discharging clean water sources in sanitary laterals so that the City of Avon Lake would comply with its Ohio EPA-approved Long-Term Control Plan that would separate all combined sewers by 2020, while not transferring one problem (combined sewer overflows) into another problem (sanitary sewer overflows). Though Avon Lake Regional Water Regulations allow for fines, the Board would prefer customers pay to separate their laterals (if required), rather than paying the \$200/day fine if they have not separated by the required due date.

The 2013 Council ordinance and the 2017 Council resolution indicate that if owners do not separate by the timeframes established, the Council will cause it to be completed and assessed to the owners. Out of an abundance of caution, the City of Avon Lake's Law Director has recommended before acting on this, Avon Lake should obtain court action granting Avon Lake Regional Water access to inspect the property and then perform the work, if required.

In order to both acknowledge the statements from customers regarding getting the separation work performed by contractors and the recommendations of the Law Director, the Board of Municipal Utilities is establishing the following path forward:

Sewer Lateral Path Forward

The Board of Municipal Utilities wants to grant as much time as possible to allow customers to assure clean water is not entering sanitary laterals but also must adhere with Ohio EPA requirements. In order to best balance these, the Board will do the following:

1. Customers must confirm that clean water sources such as foundation drains, yard and/or driveway drains, and downspouts are not discharging into sanitary laterals by:
 - a. November 30, 2018, for homes in the "Group A" area,
 - b. June 30, 2019, for homes in the "Group B" area, and
 - c. November 30, 2019, for homes in the "Group C" area.
 - The Group C area entails homes in the 45 Area Combined Sewer Separation Project (Forest, Grove, Lakeview, Lakewood, Oakwood, South Point, and Tomahawk) and on Avondale.
 - The Group B area entails homes in the Fairfield-Brookfield Sewer Separation Project (Berkshire, Brookfield, Fairfield, Inwood north of Redwood, parts of Lake, and parts of Electric), as well as homes on streets with formerly combined sewers that do not have storm access including Avon Belden (north of Redwood), Beachdale, Beck, Curtis, Fay, Forest Hill, Groveland, Hermann, Karen, Sunset, Vanda, Vineyard, and Woodstock (Electric to Lake).
 - The Group A area includes all other homes on formerly combined sewer area streets including the Belmar project area (Artsdale, Ashwood, Belmar, parts of Electric, parts of Lake, Mooreland, and parts of Redwood), the Moorewood project area (Beachwood, Crestwood, Parkwood, Moorewood, parts of Electric, parts of Redwood, and Vinewood), Avon Belden (south of Redwood), Bellaire, Burton, Cherry, Dellwood, Drummond, Duff, Electric (parts), Glenview, Harvey, Inwood (south of Redwood), James, Jaycox, June, Lake (parts), Lear, Miller, Moore, Mull, Norman, Parkview, Redwood (parts), West Shore, Woodstock (south of Electric), Yoder, and York.

Confirmation will first be through a free inspection by Avon Lake Regional Water. If Avon Lake Regional Water is unable to confirm a home is not discharging clean water into the sanitary lateral, then the customer will need to confirm through another source, possibly an outside contractor with some sort of video device or by digging. If this is done, then Avon Lake Regional Water staff must be present to review the video or inspect what is unearthed. If Avon Lake Regional Water determines work must be done to prevent clean water from entering the sanitary sewer, then this work must be completed and confirmed prior to the dates above.

2. If customers have not confirmed clean water sources are not discharging into sanitary laterals by this time (including completing any required work), the following will occur:
 - a. The customer will no longer be eligible for the \$1,000 wastewater bill rebate if the customer separates in a manner that ends up with two separate laterals leading to the respective storm and sanitary sewers, and
 - b. The Board may begin issuing fines that will be waived if it is determined that the home is in compliance preventing clean water sources from entering the sanitary lateral.
 - c. That address will be included in legal filings with the court.
3. At dates after those stated in Item 1(above), documents will be filed with the court to:

- a. Grant access to Avon Lake Regional Water, the City of Avon Lake, and/or its contractors to inspect the property to see if clean water sources from that property are discharging into the sanitary sewer and,
- b. If so, grant authority to address the issue by removing all clean water sources from the sanitary lateral and redirecting them to the storm sewer or another appropriate discharge point at the discretion of Avon Lake Regional Water and/or the City of Avon Lake.

As described in the 2017 Council resolution, all costs for that work, plus an additional 5% will be assessed to the owner of the property where the work will be completed.

Future Work

It should be noted that all investigations to date have focused on currently and formerly combined sewer areas. The next areas of focus will include streets that never had combined sewers but may have homes discharging clean water into the sanitary sewer including Armour, Avon Point (Electric to Lake), Bonnieview, Colony, Coveland, Electric (parts), Edgewood, Englewood, Gra Gull, Highland (north of Lake), Lake (parts), Maplecliff, Moore (parts), North Point, Parkland, Redwood (parts), Rice Park, Webber, West Shore, and others.

Avon Lake Board of Municipal Utilities

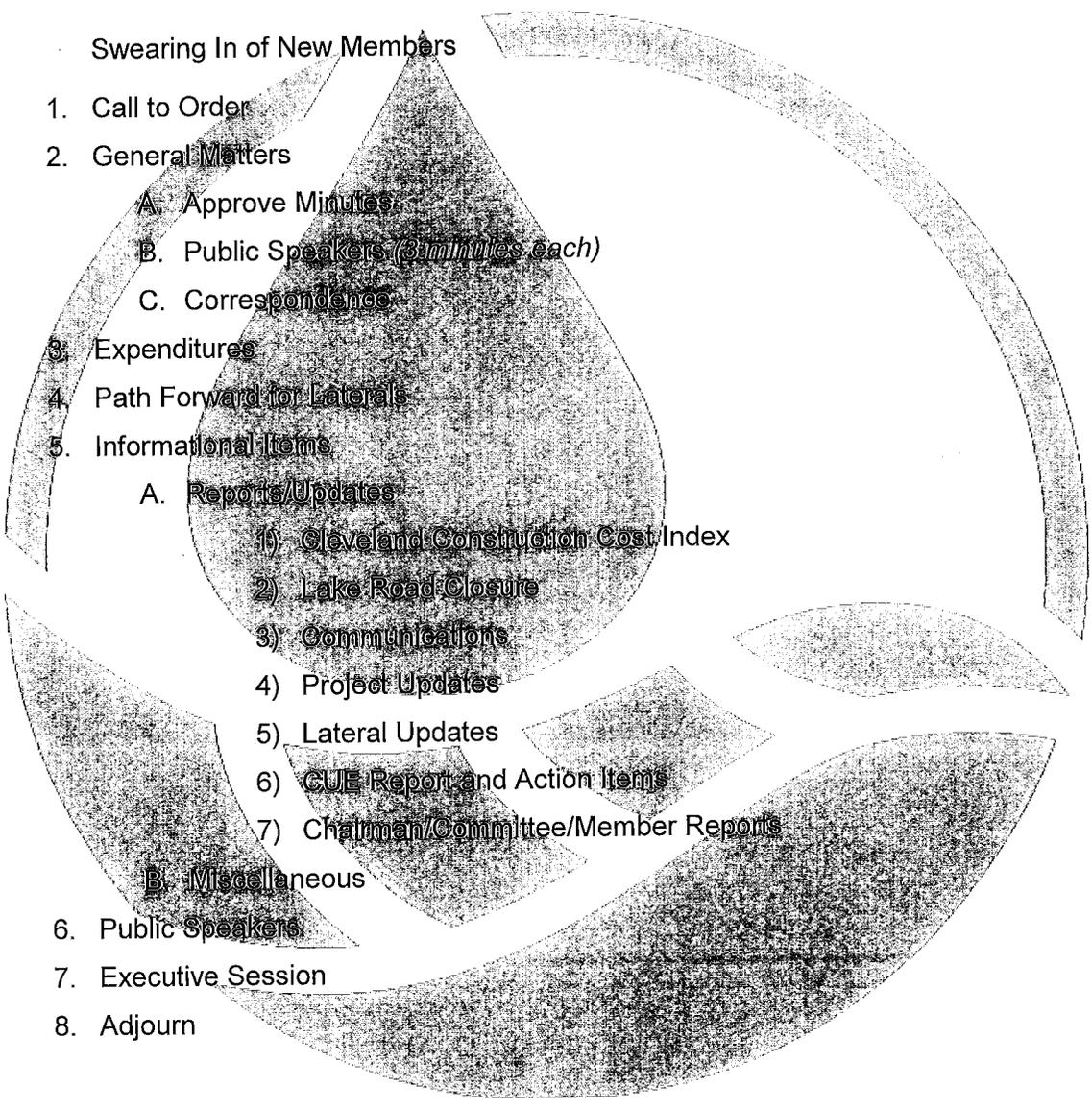
AGENDA

For

Tuesday

January 16, 2018

Immediately Following the Work Session

- 
- Swearing In of New Members
 - 1. Call to Order
 - 2. General Matters
 - A. Approve Minutes
 - B. Public Speakers (3 minutes each)
 - C. Correspondence
 - 3. Expenditures
 - 4. Path Forward for Laterals
 - 5. Informational Items
 - A. Reports/Updates
 - 1) Cleveland Construction Cost Index
 - 2) Lake Road Closure
 - 3) Communications
 - 4) Project Updates
 - 5) Lateral Updates
 - 6) CUE Report and Action Items
 - 7) Chairman/Committee/Member Reports
 - B. Miscellaneous
 - 6. Public Speakers
 - 7. Executive Session
 - 8. Adjourn

Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**
From: **Todd Danielson & Steve Baytos**
Subject: **Agenda Items – January 16, 2018**
Date: **January 12, 2018**

Item 4: Path Forward for Laterals – TAD

The Board requested the CUE establish a new path forward to help assure customer compliance with assuring clean water sources have been removed from sanitary laterals. As presented at the previous meeting, the CUE worked with the Law Director to establish a legally defensible path forward that provides customers time, if necessary, for their contractors to perform the work and further incentivizes customers to comply or confirm compliance.

Adoption of the Path Forward helps address the "Sanitary surcharge abatement" Initiative. Additionally, the Principles that would help guide the Board are:

- ◆ Lead by influencing change that will leave a legacy for future generations.
- ◆ Exercise fiduciary responsibility.

Recommended Motion:

I move to adopt the attached Sewer Lateral Path Forward in order to allow customers more time to assure compliance with the regulation requiring removal of clean water sources from their sanitary laterals.

Item 5A1: Cleveland Construction Cost Index – TAD

Please see attached to note how the Cleveland Construction Cost Index has changed this past year. As per policy and regulation, various fees will automatically be increased by the CCCI.

Item 5A2: Lake Road Closure – TAD

The 60-day closure of Lake Road has been postponed to begin February 5, 2018. Depending upon weather conditions/construction progress, this may need to be delayed further. Notification for directly affected customers on Lake Road and North Point will delivered/posted the week of January 15th. Notification to the press began the week of January 15th, too. Road notice signs will be posted in the next wo-to-three weeks, but covered until closer to the start date.

Item 5A3: Communications – TAD

On Wednesday, January 10, 2018, *The Press* ran a piece on what we have done to prevent repeats of icing events.

We received notification from our website design firm that our new website is near completion. We are in the process of making first round changes to the new website.

Item 5A4: Project Updates – SCB

Wastewater Plant: Installation of equipment for the final clarifiers is progressing. The presses were set in the sludge dewatering building. Screening and headworks are on schedule to be operational by end of February.

Elyria Interconnection: The land purchase is closing January 19th. Documents are being finalized for the advertisement of the bid.

Item 5A5: Lateral Updates – TAD

The lateral separation program continues to progress. As of January 11, 2018, letters have been sent to 3,015 residents indicating that they may have clean water entering their sanitary lateral and requesting Avon Lake Regional Water be contacted to determine whether this may be the case. To date, 2,587 (86%) have responded (up 39 since 12/14/17). Of the 2,587, 1,953 either have separated laterals or already had separated laterals and 634 either have problems or are believed to have problems. By extrapolation, approximately 920 (634 + ~67% of homes not inspected) may need to separate laterals. A graphic is attached.

As of January 11, 2018, 219 of the homeowners with the first deadline have yet to respond and have their free inspection. It is anticipated, approximately 150 of these homes will need to address clean water in their sanitary lateral, along with the 288 homes we know have clean water entering the sanitary lateral. Therefore, about 435 need to do some work to comply with the first deadline.

The total executed Lateral Loan Program agreements are now at 248 (up 15 since December 14, 2017), with \$854,905 committed and \$362,205 paid to contractors so far. The average loan request is for approximately \$3,400. Through receipts in the September 2017 billing, approximately \$11,800 has been repaid. This amount will be updated with for the Board's next meeting.

Item 5A6: CUE Report and Action Items – TAD

Minimum Service Fee: As will be discussed in the work session, the CUE is investigating the possibility of changing the Wastewater Administrative Fee to a Minimum Service Fee.

Item 7: Executive Session – TAD

The CUE requests to meet with the Board in Executive Session to discuss personnel and legal matters.

Recommended Motion:

I move to meet in Executive Session as allowed by ORC 121.22 to discuss personnel and legal matters and to include the CUE and the Community Outreach Specialist.

Board of Municipal Utilities
Work Session Minutes
January 2, 2018
201 Miller Road
Avon Lake, Ohio

Prior to the meeting, both Anthony (Tony) Abram and Tim Rush provided their signed Oath of Office to CUE Danielson.

Call to Order – Roll Call

The meeting was called to order at 6:00 PM.

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

Also present: CUE Danielson, WPCO Manager Baytos, Community Outreach Specialist Arnold, Customer Service Clerk Farch, and Councilperson Fenderbosch.

Wastewater Rates and Fees

CUE Danielson provided a brief recap of the wastewater rates he proposed at the December 19, 2017, meeting, indicating that the average residential customer's annual wastewater bill would increase from approximately \$310 in 2017 to approximately \$350 in 2018 and \$396 in 2019. He then indicated that due to customers now regularly irrigating into October, he factored into the rate change extending the "summer" sewage adjustment through the fall billing cycle.

The CUE then indicated that in response to Board member concerns about continued affordability of rates for customers, he wanted to present options for their consideration. CUE Danielson indicated that affordability programs are becoming a discussion topic nationwide, as utilities are implementing major capital replacement programs. Two programs that are often considered are income-qualified discounted rate programs and lifeline rate programs. CUE Danielson provided background on both types of programs.

After soliciting the Board's input for further direction as to their interests, there were questions about the income-qualified programs; and the CUE indicated that administering that type of program would be too large for the organization to undertake. He indicated that most organizations that do so team with another organization that is suited to assess eligibility. CUE Danielson stated that he would speak with Community Resource Services (CRS) to explore the possibility of expanding the Board's current "acute" need program.

Members also asked about the background of the current "administrative" fee. The CUE indicated his understanding was that fee was a requirement of the grant funding that Avon Lake Regional Water received 30 or 40 years ago and he was not sure when it was last updated. Members indicated an interest in the CUE looking into updating that fee and potentially including a certain amount of usage in that fee. Members also felt that possibly a better term for the fee would be "minimum service fee," or something similar.

With the CUE indicating he would further investigate those two options, the work session adjourned at 6:30 PM.

Approved January 16, 2018

John G. Dzwonczyk, Chairman

Todd A. Danielson, Clerk

Board of Municipal Utilities
Regular Meeting Minutes
January 2, 2018
201 Miller Road
Avon Lake, Ohio

Swearing In of New Members

Newly elected member Anthony Abram and re-elected member Tim Rush took the Oath of Office with CUE Danielson serving as Officiary.

Call to Order – Roll Call

The meeting was called to order immediately following the evening's work session at 6:30 PM.

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

Also present: CUE Danielson, WPCC Manager Baytos, Community Outreach Specialist Arnold, Councilmember Fenderbosch, Cynthia Farch, and Debbie Klimkowski.

Approve Minutes

Chairman Dzwonczyk presented the minutes of the December 14, 2017, special meeting and December 19, 2017, work session and regular meeting, and with no changes, additions or corrections noted, ordered that the minutes stand and be distributed as presented.

Public Speakers

None.

Correspondence

None.

Expenditures

Following review of expenses dated January 2, 2018, for funds and amounts as follows, Mr. Phillips moved, Mr. Abram seconded, that all be approved and paid per budget:

Water Fund 701	\$	158,952.13
Wastewater Fund 721	\$	135,386.79
MOR Fund 703	\$	67,120.30
MOR Fund 762	\$	32,002.62
LORCO Fund 749	\$	1,604.29
Lateral Loan Fund 765	\$	14,200.00
Wastewater Construction Fund 724	\$	191,472.00

Ayes: Abram, Dzwonczyk, Phillips, Rush, Schnabel

Nays: None
Motion carried.

Confirmation of Provisional Appointments

Mr. Rush noted that an appointment to the position of ex-officio member to the Human Resource Committee is required by Charter, and that recognition was added to the agenda as an inclusion to the provisional appointment confirmations.

Mr. Phillips then moved that John Dzwonczyk serve as Chairman. Mrs. Schnabel seconded.

Ayes: Abram, Dzwonczyk, Phillips, Rush, Schnabel

Nays: None

Motion carried.

Mr. Phillips moved, Mrs. Schnabel seconded, that Tim Rush serve as Acting Chairman in the Chairman's absence.

Ayes: Abram, Dzwonczyk, Phillips, Rush, Schnabel

Nays: None

Motion carried.

Mr. Phillips moved, Mr. Abram seconded, that the Chief Utilities Executive be appointed Clerk of the Board without compensation.

Ayes: Abram, Dzwonczyk, Phillips, Rush, Schnabel

Nays: None

Motion carried.

Mr. Phillips moved, Mr. Rush seconded, that in the event of the CUE's absence, the CUO or the Wastewater Manager be appointed Acting Clerk of the Board without compensation.

Ayes: Abram, Dzwonczyk, Phillips, Rush, Schnabel

Nays: None

Motion carried.

Mr. Dzwonczyk moved, Mr. Phillips seconded, that Rick Eberle's appointment as Chief of Utility Operations be extended until December 31, 2018.

Ayes: Abram, Dzwonczyk, Phillips, Rush, Schnabel

Nays: None

Motion carried.

Mr. Abram moved, Mrs. Schnabel seconded, that Tim Rush serve as Ex-Officio Member of the Human Resource Committee.

Ayes: Abram, Dzwonczyk, Phillips, Rush, Schnabel

Nays: None

Motion carried.

Mr. Phillips volunteered to serve as Mr. Rush's alternate to the Human Resource Committee.

The Chairman asked Mr. Abram to serve as the Board's representative to the LORCO committee assignment, and Mr. Abram accepted.

All previous Board committee assignments were maintained without objection.

Reports/Updates

The following reports and updates were made by copy of the meeting's write-up and discussed as noted:

Compliance with February 2018 Separation Deadline

Per discussion at several recent meetings and following guidance from the Board's December 19, 2017, work session, the CUE worked with the Law Director to draft a path forward for confirming customers' removal of all clean water sources from sanitary laterals. Copies of the *Sewer Lateral Path Forward* were presented for discussion only. The draft first reviews the Sewer Lateral Separation Program's background in support of the recommended path forward which proposes deadline extensions, clarifies work areas (Groups A, B, and C), and establishes definitive consequences for non-compliance. The Chairman noted that the intent of the proposed separation path forward is to help customers accomplish the required action rather than burden them further with fines. The final document will be included for action on the Board's January 16, 2018, agenda.

Wastewater Rates

As discussed in this evening's work session, the CUE is investigating ways to potentially mitigate rate impacts and will present recommendations for rate increases at the next regularly scheduled meeting.

Lake Road Closure

The 60-day closure of Lake Road has been postponed slightly and is now intended to begin January 29, 2018. Construction progress has slowed due to the extremely cold weather and therefore the closure may be delayed further. Regardless, affected customers and the general population will be notified two-to-three weeks prior to the closure. The intended notification process and car, truck and local traffic routes were briefly reviewed.

Project Updates

- ***Wastewater Plant:*** The final tank equipment installation is progressing and the sludge dewatering building structural steel and concrete work is complete. The screening building is enclosed and the inside work has begun.
- ***Elyria Interconnection:*** Engineering Services Manager Gaydar has provided the Assistant Law Director with the survey information needed. The design is being finalized and the project is scheduled to bid in February/March. The project will again be presented to Amherst's Zoning Department for approval and then go before their Planning Commission.
- ***ETL1:*** The project is expected to bid in February.

Lateral Updates

Sewer lateral separation and loan program numbers were updated by this meeting's write-up. CUE Danielson noted the progress being made in reducing the numbers and customer notification options for increasing those results were again reviewed.

Employee Promotion

The Board recognized Adam Sisson's one-year anniversary as Laborer and his promotion to Line Maintenance Man (Step 3) effective January 9, 2018, as recommended by management.

CUE Report and Action Items

- Per the Board's request, the CUE is investigating the potential for an online portal for members that would eventually include the financial dashboard and could also include a running update of the action item list.
- The CUE recently met with the Chairman to discuss his performance.
- The staff directory is being updated and is expected to be available by the end of the month.
- The Chairman and CUE are scheduled to meet this week with the Mayor, Council President, and (possibly) Law Director regarding outside legal counsel.
- A much-improved lateral information center (inclusive of Council's Resolution of Necessity) will be available with the launch of the new website.
- The Chairman and CUE are scheduled to meet with RLCWA's General Manager next week.
- The CUE is working with the Human Resource Director and incoming Human Resource Committee Chair regarding Board salary increases and whether an ordinance can be put in place that would index the wages to the OPERS minimum requirements. Consideration of this matter and managements' wage ranges are believed included on the Committee's January 8, 2018, agenda, which the CUE and Mr. Rush will attend.
- The Partnerships for Safe and Clean Waters relate to treating drinking water and wastewater to higher standards. Becoming part of the Partnerships was recommended by the management consultant to consider as a Phase 2 initiative after the new CUO was on board. The CUE understands that similar Partnerships for piping systems exist and staff is doing the groundwork for an informed decision regarding Avon Lake Regional Water's affiliation.

Chairman/Committee/Member Reports

- Chairman Dzwonczyk reported that he met with CUE Danielson regarding his performance review, and will participate in the upcoming meetings with RLCWA General Manager Mahoney and Avon Lake city officials regarding outside legal counsel.
- Mrs. Schnabel said a Quality Initiative meeting is scheduled this Friday.

Mr. Rush asked that an action item regarding agreement wording be added to this agenda following the Executive Session in anticipation of its necessity. All agreed.

CUE Danielson reported that, with the current extreme cold, *The Press* is running an article in next week's edition regarding Avon Lake Regional Water's previous January icing incidents and the plant improvements made to avoid future incidents.

Public Speakers

Debbie Klimkowski (159 Ashwood Drive) introduced herself as a resident concerned by the current February 1, 2018, sewer separation deadline. Ms. Klimkowski said she and several neighbors have signed contracts for the work, however have no hope of having

the work accomplished by the deadline. CUE Danielson briefly explained the Board's Sewer Lateral Path Forward intent and assured that she and other contract holders will not be fined for non-compliance with the expected passage of that document at the Board's January 16, 2018 meeting.

Executive Session

Mr. Rush moved, Mr. Abram seconded, to meet in Executive Session at 7:40 PM as allowed by ORC 121.22 to discuss legal matters and to include the CUE and Community Outreach Specialist.

Ayes per roll call vote: Abram, Dzwonczyk, Phillips, Rush, Schnabel
Nays: None
Motion carried.

The Board reconvened at 7:53 PM.

Mr. Rush moved that the Chairman be authorized to sign a Memorandum of Understanding with the Mayor and Council President stating the following: In an effort to facilitate greater communication among the Mayor of the City of Avon Lake, its Council, and its Board of Municipal Utilities (the "Board") with respect to the employment of outside counsel to represent the Utility and/or the Board, the Board agrees that it will inform the Director of Law of any outside counsel to be retained by the Utility to represent the Board and/or the Utility in connection with any issue. Mr. Phillips seconded.

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

Adjourn

As there was no further business, Mr. Rush moved, Mr. Abram seconded, that the meeting adjourn at 7:54 PM.

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

Approved January 16, 2018

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk

**Avon Lake Regional Water
WATER FUND 701 EXPENSES**

January 16, 2018

Name	Amount	Memo	Account
1 Water Employees	\$ 98,484.06	Salaries P/R #2.122517-010718	701.180.000-51102-Salaries
2 Water Employees	\$ 20,985.44	Salaries.Retro Pay.070117-112617	701.180.000-51102-Salaries
3 Water Employees	\$ 4,816.87	PartTime P/R #2.122517-010718	701.180.000-51105-PartTime
4 Board of Municipal Utilities	\$ 1,541.67	Board Salaries - January 2018	701.180.000-51105-PartTime
5 Water Employees	\$ 1,874.83	OT-Plant P/R #2.122517-010718	701.180.000-51106.101-OT Plant
6 Water Employees	\$ 816.69	OT-Plant Retro Pay.070117-112617	701.180.000-51106.101-OT Plant
7 Water Employees	\$ 1,089.27	OT-Distr P/R #2.122517-010718	701.180.000-51106.102-OT Dist
8 Water Employees	\$ 884.73	OT-Distrib Retro Pay.070117-112617	701.180.000-51106.102-OT Dist
9 Water Employees	\$ 1,923.15	OT-Admin P/R #2.122517-010718	701.180.000-51106.103-OT Admin
10 Water Employees	\$ 71.10	OT-Office P/R #2.122517-010718	701.180.000-51106.105-OT-Office
11 Water Employees	\$ 155.91	OT-Office Retro Pay.070117-112617	701.180.000-51106.105-OT-Office
12 Medical Mutual	\$ 580.19	Medical Mutual Pmt 01/09/18	701.180.000-52203-Hospital
13 Medical Mutual	\$ 678.09	2018 Annual Payment to HAS	701.180.000-52203-Hospital
14 Medical Mutual	\$ (531.23)	Med Mut Emp Contrib P/R #1	701.180.000-52203-Hospital
15 Water Employees	\$ 3,137.50	Longevity Retro Pay.070117-112617	701.180.000-52208-Longevity
16 Medicare	\$ 1,155.70	Medicare - P/R #1.122417	701.180.000-52212-Medicare
17 Cintas Corporation	\$ 195.52	1/2 Employee Uniform Rental-Dec.2017-RK	701.180.000-52226-Clothing
18 Randall's Team Shop	\$ 130.00	1/2-Employee Shirts-CMA	701.180.000-52226-Clothing
19 Kasten, Rick	\$ 64.56	1/2-Safety Boots for R.Kasten-TAD	701.180.000-52226-Clothing
20 Yuronich, Greg	\$ 109.94	Safety Boots for G.Yuronich-TAD	701.180.000-52226-Clothing
21 Mosher, Gregory	\$ 10.00	1 Employee Meal Allowance-LS	701.180.000-52227-Meal Allow
22 FedEx	\$ 47.63	Shipping Charges-LS	701.180.000-53602-Office Supply
23 FriendsOffice	\$ 251.35	Office Supplies-KK/LS/MW	701.180.000-53602-Office Supply
24 SmartBill	\$ 3,047.81	Svc Fee/Postage -4th Qtr Water Bills-TAD	701.180.000-53602-Office Supply
25 Fuelman	\$ 466.52	1/2-Fuel for Vehicles.121817-123117-LS	701.180.000-53604-Gasoline/Oil
26 Grainger	\$ 291.12	Lime Pump Repairs-GY	701.180.000-53607-Equip Maint
27 Rex Pipe and Supply Company	\$ (69.97)	Credit for Incorrect Charge	701.180.000-53607-Equip Maint
28 SOS Integration Services	\$ 1,150.00	Air Burst System Parts-GY	701.180.000-53607-Equip Maint
29 Rex Pipe and Supply Company	\$ 263.06	Equip.Maint.(Repair Alum Feed Piping)-GY	701.180.000-53607-Equip Maint
30 Jones Chemicals Inc.	\$ 3,600.00	6 Tons Chlorine-GY	701.180.000-53611-Op.Supplies
31 Mississippi Lime Company	\$ 2,976.10	20.06 Tons Lime-GY	701.180.000-53611-Op.Supplies
32 USALCO	\$ 13,565.08	99.16 Tons Alum-GY	701.180.000-53611-Op.Supplies
33 Core & Main	\$ 238.67	1/2-Maintenance Supplies-TAD	701.180.000-53612.001-Plants
34 Grainger	\$ 503.54	Maintenance Supplies-GY	701.180.000-53612.001-Plants
35 Home Depot Credit Services	\$ 177.64	1/2-Maintenance Supplies-RK	701.180.000-53612.001-Plants
36 Lakeshore Tool & Equipment	\$ 492.50	1/2-Maintenance Supplies-RK	701.180.000-53612.001-Plants
37 Lowe's	\$ 227.38	Maintenance Supplies-TAD	701.180.000-53612.001-Plants
38 McMaster-Carr Supply Company	\$ 272.36	Maintenance Supplies-RK	701.180.000-53612.001-Plants
39 Parker Supply LLC	\$ 116.93	Maintenance Supplies-GY	701.180.000-53612.001-Plants
40 Rex Pipe and Supply Company	\$ 18.86	Maintenance Supplies-GY	701.180.000-53612.001-Plants
41 Superior Electric Supply Co.	\$ 662.91	Maintenance Supplies-GY	701.180.000-53612.001-Plants
42 Trico Oxygen Company	\$ 45.10	1/2-Maintenance Gases@201Miller-RK	701.180.000-53612.001-Plants
43 Trico Oxygen Company	\$ 34.80	Maintenance Gases@WaPlant-GY	701.180.000-53612.001-Plants
44 Core & Main	\$ 582.00	Water Distribution Supplies-RK	701.180.000-53612.002-Lines
45 Westview Concrete Corp.	\$ 707.00	Concrete Repairs-RK	701.180.000-53612.004-Other
46 Badger Meter	\$ 6,740.50	8" Meter-RK	701.180.000-53612.005-Meters
47 Alloway	\$ 110.00	Lab Analysis-GY	701.180.000-53613-Lab Supplies
48 Environmental Resource Associates	\$ 62.62	Quarterly Fluoride QC's-GY	701.180.000-53613-Lab Supplies
49 Idexx Laboratories	\$ 7,315.93	Lab Testing Supplies-GY	701.180.000-53613-Lab Supplies
50 Trico Oxygen Company	\$ 40.60	Lab Gases-GY	701.180.000-53613-Lab Supplies
51 Brakey Energy, Inc.	\$ 920.00	1/2-Mo.Fee-Energy Mgmt Svcs-Dec.2017-TAD	701.180.000-53701.002-Other
52 Cunningham & Associates, Inc.	\$ 2,500.00	Re-Plat Eschtrugh Property-JRG	701.180.000-53701.002-Other
53 Data-Command	\$ 2,101.00	Annual Subscription@WAPlant.020118-020119-GY	701.180.000-53701.002-Other
54 Engie Resources	\$ 2,717.18	Emergy Mgmt Fee-Jan.2018-TAD	701.180.000-53701.002-Other
55 Lake Erie Diving, Inc.	\$ 7,168.00	Misc Work @Water Plant-GY	701.180.000-53701.002-Other

**Avon Lake Regional Water
WATER FUND 701 EXPENSES**

January 16, 2018

56	SEMS Technologies, LLC	\$ 4,145.00	SEMS Pro Software-12 Mo. Renewal-GY	701.180.000-53701.002-Other
57	Technology Management Solutions	\$ 431.25	1/2-Computer Support-Dec.2017-TAD	701.180.000-53701.002-Other
58	Treasurer, State of Ohio	\$ 5,400.00	Laboratory Certification (TraceMetals)-TAD	701.180.000-53701.002-Other
59	Water Environ/Reuse Foundation	\$ 7,000.00	WERF Pjt:Leading Wa.Utiliy Innovation-TAD	701.180.000-53701.002-Other
60	Columbia Gas of Ohio	\$ 1,141.99	GasSvc@201Miller.112717-122817-TAD	701.180.000-53702.002-Bldgs
61	Illuminating Company	\$ 9,262.51	Elect@WaPlant.111817-122017-GY	701.180.000-53703.001-Plants
62	Illuminating Company	\$ 61.70	Elect@Aux P.110817-120917-GY	701.180.000-53703.002-Bldgs
63	Illuminating Company	\$ 64.29	Elect@WalkerTower.111017-121317-GY	701.180.000-53703.002-Bldgs
64	Illuminating Company	\$ 69.01	Elect@LearTower.110517-120817-GY	701.180.000-53703.002-Bldgs
65	Avon Lake Regional Water	\$ 80.04	Water Used from ETL1-Dec. 2017-TAD	701.180.000-53704-Water Used
66	CenturyLink	\$ 572.41	TelephoneSvc@WaPlant-Dec. 2017-TAD	701.180.000-53705-Communication
67	CenturyLink	\$ 702.30	TelephoneSvc@201Miller-Dec.2017-TAD	701.180.000-53705-Communication
68	Spectrum Business	\$ 214.99	InternetSvc@WaPlant.123017-012918-GY	701.180.000-53705-Communication
69	Verizon Wireless	\$ 487.01	1/2-Cell Phone Svc/Equipment.122617-012518-TAD	701.180.000-53705-Communication
70	Yuronich, Greg	\$ 25.00	Cell Phone Reimbursement-Jan.2018-TAD	701.180.000-53705-Communication
71	Fisher Auto Parts, Inc.	\$ 4.63	1/2-Truck Parts-RK	701.180.000-53707-Mobile Maint
72	NAPA Avon	\$ 337.72	1/2-Misc Truck Parts & Tools-RK	701.180.000-53707-Mobile Maint
73	Jani-King of Cleveland	\$ 322.50	1/2-CleaningSvc@201Miller-Jan.2018-TAD	701.180.000-53708-Bldg Maint
74	Lighting Supply Company	\$ 5,128.50	Building Maintenance-GY	701.180.000-53708-Bldg Maint
75	The Salt Connection Inc.	\$ 1,319.47	1/2-Ice Melt-RK	701.180.000-53708-Bldg Maint
76	Burgess & Niple	\$ 3,972.00	Elyria Wa Connection.112617-122317-TAD	701.180.000-53806-Eng. Fees
77	Dzwonczyk, John	\$ 35.00	Reimburse-2017 Fin.DisclosureFee-TAD	701.180.000-53901-Refunds
78	Haas, Chris	\$ 106.83	Refund Cr.Bal on Closed Acct #00010521-0-LS	701.180.000-53901-Refunds
		<u>\$ 238,402.36</u>		

**Avon Lake Regional Water
WASTEWATER FUND 721 EXPENSES**

January 16, 2018

Name	Amount	Memo	Account
1 Wastewater Employees	\$ 46,389.36	Salaries P/R #2.122517-010718	721.190.000-51102-Salaries
2 Wastewater Employees	\$ 26,991.19	Salaries Retro Pay.070117-112617	721.190.000-51102-Salaries
3 Wastewater Employees	\$ 1,161.64	Retro Retirement Pay - D.Mitchell	721.190.000-51102-Salaries
4 Wastewater Employees	\$ 3,496.00	PartTime P/R #2.122517-010718	721.190.000-51105-PartTime
5 Board of Municipal Utilities	\$ 1,541.66	Board Salaries - January 2018	721.190.000-51105-PartTime
6 Wastewater Employees	\$ 1,863.82	OT-Plant P/R #2.122517-010718	721.190.000-51106.101-OT Plant
7 Wastewater Employees	\$ 1,632.04	OT-Plant Retro Pay.070117-112617	721.190.000-51106.101-OT Plant
8 Wastewater Employees	\$ 2,586.85	OT-Distr P/R #2.122517-010718	721.190.000-51106.102-OT Distr
9 Wastewater Employees	\$ 969.77	OT-Distr Retro Pay.070117-112617	721.190.000-51106.102-OT Distr
10 Wastewater Employees	\$ 100.00	OT-Office Retro Pay.070117-112617	721.190.000-51106.105-Office
11 Medical Mutual	\$ 591.23	Medical Mutual Pmt 01/09/18	721.190.000-52203-Hospital
12 Medical Mutual	\$ 690.99	2018 Annual Payment to HAS	721.190.000-52203-Hospital
13 Medical Mutual	\$ (211.08)	Med Mut Emp Contrib P/R #1	721.190.000-52203-Hospital
14 Dependent Healthcare	\$ 200.00	Dependent Healthcare-January 2018	721.190.000-52203-Hospital
15 Wastewater Employees	\$ 3,712.50	Longevity Retro Pay.070117-112617	721.190.000-52208-Longevity
16 Medicare	\$ 621.28	Medicare - P/R #1.122417	721.190.000-52212-Medicare
17 Cintas Corporation	\$ 195.52	1/2 Employee Uniform Rental-Dec.2017-RK	721.190.000-52226-Clothing
18 Randall's Team Shop	\$ 130.00	1/2-Employee Shirts-CMA	721.190.000-52226-Clothing
19 Kasten, Rick	\$ 64.55	1/2-Safety Boots for R.Kasten-TAD	721.190.000-52226-Clothing
20 Dillon, Timothy	\$ 10.00	1 Employee Meal Allowance-LS	721.190.000-52227-Meal Allow
21 Spinks, Joshua	\$ 10.00	1 Employee Meal Allowance-LS	721.190.000-52227-Meal Allow
22 Mercy Occupational Health	\$ 90.00	DOT Testing - 2 Employees-TAD	721.190.000-53206-Emp Physicals
23 FedEx	\$ 183.48	Shipping Charges-LS	721.190.000-53602-Office Supply
24 FriendsOffice	\$ 521.71	Office Supplies-KK/LS/MW	721.190.000-53602-Office Supply
25 SmartBill	\$ 1,015.94	Svc Fee/Postage -4th Qtr Water Bills-TAD	721.190.000-53602-Office Supply
26 Fuelman	\$ 466.52	1/2-Fuel for Vehicles.121817-123117-LS	721.190.000-53604-Gasoline/Oil
27 Core & Main	\$ 238.67	1/2-Maintenance Supplies-TAD	721.190.000-53612.001-Plants
28 Grainger	\$ 222.40	Maintenance Supplies-SB	721.190.000-53612.001-Plants
29 Home Depot Credit Services	\$ 177.64	1/2-Maintenance Supplies-RK	721.190.000-53612.001-Plants
30 Lakeshore Tool & Equipment	\$ 492.50	1/2-Maintenance Supplies-RK	721.190.000-53612.001-Plants
31 Lowe's	\$ 500.48	Maintenance Supplies-TAD	721.190.000-53612.001-Plants
32 McMaster-Carr Supply Company	\$ 445.84	Maintenance Supplies-RK/SB	721.190.000-53612.001-Plants
33 Trico Oxygen Company	\$ 45.10	1/2-Maintenance Gases@201Miller-RK	721.190.000-53612.001-Plants
34 Trico Oxygen Company	\$ 34.20	Maintenance Gases@WPCC-SB	721.190.000-53612.001-Plants
35 United Laboratories	\$ 1,113.12	Maintenance Supplies-SB	721.190.000-53612.001-Plants
36 North Coast Environmental Labs	\$ 98.00	Lab Samples-SB	721.190.000-53613-Lab Supplies
37 Thomas Scientific	\$ 1,280.57	Lab Equipment (Muffle Furnace)-SB	721.190.000-53613-Lab Supplies
38 Brakey Energy, Inc.	\$ 920.00	1/2-Mo.Fee-Energy Mgmt Svcs-Dec.2017-TAD	721.190.000-53701.002-Other
39 Burch Hydro, Inc.	\$ 64,613.32	Sludge DeWatering.120117-123117-SB	721.190.000-53701.002-Other
40 CSEAO	\$ 125.00	2018 Annual Membership Fee-JRG	721.190.000-53701.002-Other
41 Solar Testing Laboratories, Inc.	\$ 434.50	Testing/Inspection@WPCC.121117-122417-TAD	721.190.000-53701.002-Other
42 Technology Management Solutions	\$ 431.25	1/2-Computer Support-Dec.2017-TAD	721.190.000-53701.002-Other
43 Columbia Gas of Ohio	\$ 29.79	GasSvc@671Bridgeside.112917-010218-RK	721.190.000-53702.003-PumpSta
44 Columbia Gas of Ohio	\$ 28.77	GasSvc@641ear.120417-010518-RK	721.190.000-53702.003-PumpSta
45 Columbia Gas of Ohio	\$ 30.33	GasSvc@100Woodbridge.112917-010218-RK	721.190.000-53702.003-PumpSta
46 CenturyLink	\$ 346.49	TelephoneSvc@PumpSta-Dec.2017-TAD	721.190.000-53705-Communication
47 Spectrum Business	\$ 249.64	Telephone/Internet@WPCC-122217-012118-SB	721.190.000-53705-Communication
48 Verizon Wireless	\$ 487.00	1/2-Cell Phone Svc/Equipment.122617-012518-TAD	721.190.000-53705-Communication
49 Fisher Auto Parts, Inc.	\$ 4.62	1/2-Truck Parts-RK	721.190.000-53707-Mobile Maint
50 NAPA Avon	\$ 337.71	1/2-Misc Truck Parts & Tools-RK	721.190.000-53707-Mobile Maint
51 Jani-King of Cleveland	\$ 322.50	1/2-CleaningSvc@201Miller-Jan.2018-TAD	721.190.000-53708-Bldg Maint
52 The Salt Connection Inc.	\$ 1,319.46	1/2-Ice Melt-RK	721.190.000-53708-Bldg Maint
53 Haas, Chris	\$ 117.30	Refund Cr.Bal on Closed Acct #00010521-0-LS	721.190.000-53901-Refunds
	\$ 169,471.17		

**Avon Lake Regional Water
MOR FUND 703 EXPENSES**

January 16, 2018

Name	Amount	Memo	Account
1. SOS Integration Services	\$ 4,500.00	Control Upgrades for Moore Pump Station-GY	703.180.000-53612.003-PumpSta
2. Avon Lake Regional Water	\$ 1,621.01	ETL1 Operator Charges for Dec.2017-TAD	703.180.000-53701.002
3. Illuminating Company	\$ 86.23	Elect Svc@Lear/Krebs.110517-120617-TAD	703.180.000-53703.004-Electric
4. Illuminating Company	\$ 61.63	Elect Svc@Moore/RR.111017-121317-TAD	703.180.000-53703.004-Electric
5. Ohio Edison	\$ 58.54	ElectSvc@Butternut/Root.120617-010518-TAD	703.180.000-53703.004-Electric
6. Ohio Edison	\$ 57.28	ElectSvc@Root/Sprag.120617-010818-TAD	703.180.000-53703.004-Electric
7. Ohio Edison	\$ 55.33	Elect@Lear/Chsnt.120617-010918-TAD	703.180.000-53703.004-Electric
8. Ohio Edison	\$ 56.47	Elect@Lear/US20.120717-010918-TAD	703.180.000-53703.004-Electric
9. Avon Lake Regional Water	\$ 139,856.75	Water Used from ETL1 for Dec. 2017-TAD	703.180.000-53704-Water Used
	<u>\$ 146,353.24</u>		

**Avon Lake Regional Water
MOR FUND 762 EXPENSES**

January 16, 2018

Name	Amount	Memo	Account
1 Grainger	\$ 380.62	Maintenance Repairs/Supplies-GY	762.180.000-53612.003-Pump Sta
2 SOS Integration Services	\$ 11,935.00	Control Upgrades-Moore Pump Station-GY	762.180.000-53612.003-Pump Sta
3 Avon Lake Regional Water	\$ 2,301.42	ETL2 Operator Charges-Dec. 2017-TAD	762.180.000-53701.002-Contr Svc
4 Ohio Edison	\$ 38.02	Elect@IslandOAL.120617-010518-TAD	762.180.000-53703.003-PumpSta
5 Ohio Edison	\$ 6,127.02	Elect@Island P.S.120517-010418-TAD	762.180.000-53703.003-PumpSta
6 Ohio Edison	\$ 54.56	Elect@37780CenterRidge.120617-010818-TAD	762.180.000-53703.004-Other
7 Ohio Edison	\$ 53.02	Elect@36550ChestnutRidge.120617-010518-TAD	762.180.000-53703.004-Other
8 Avon Lake Regional Water	\$ 277,795.13	Water Used from ETL2-Dec. 2017-TAD	762.180.000-53704-Water Used
9 Engineered Fluid Inc.	\$ 29,380.08	Pmt. #5-ETL2 Booster Station Upgrade-TAD	762.180.000-55001
	<u>\$ 328,064.87</u>		

**Avon Lake Regional Water
LORCO FUND 749 EXPENSES**

January 16, 2018

Name	Amount	Memo	Account
1 Eaton True Value	\$ 142.95	Maintenance Supplies-RK	749.190.000-53612.004-Other
2 Spitzer Management, Inc.	\$ 4,000.00	2018 Annual Lease Payment-TAD	749.190.000-53701.002-Other
3 Ohio Edison	\$ 206.57	Elect@9845AvonBelden.120517-010818-TAD	749.190.000-53703.001-Plants
4 Ohio Edison	\$ 1,087.95	Elect@38393Royalton.120117-010418-TAD	749.190.000-53703.001-Plants
5 Ohio Edison	\$ 56.56	Elect@12169AvonBelden.120217-010518-TAD	749.190.000-53703.003-PumpSta
6 Ohio Edison	\$ 57.87	Elect@12901AvonBelden.120217-010518-TAD	749.190.000-53703.003-PumpSta
7 Ohio Edison	\$ 63.00	Elect@33930Cooley.120517-010518-TAD	749.190.000-53703.003-PumpSta
8 Ohio Edison	\$ 58.03	Elect@36780Giles.120117-010418-TAD	749.190.000-53703.003-PumpSta
9 Ohio Edison	\$ 55.77	Elect@10920Hawke.120617-010818-TAD	749.190.000-53703.003-PumpSta
10 Ohio Edison	\$ 62.26	Elect@10301Reed.120617-010818-TAD	749.190.000-53703.003-PumpSta
11 Lorain-Medina Rural Electric Coop.	\$ 103.38	Elect@Banks.112317-122317-TAD	749.190.000-53703.003-PumpSta
12 Lorain-Medina Rural Electric Coop.	\$ 102.39	Elect@36879Capel.112317-122317-TAD	749.190.000-53703.003-PumpSta
13 Lorain-Medina Rural Electric Coop.	\$ 79.89	Elect@12601Cowley.112317-122317-TAD	749.190.000-53703.003-PumpSta
14 Lorain-Medina Rural Electric Coop.	\$ 170.72	Elect@12775Durkee(N).112317-122317-TAD	749.190.000-53703.003-PumpSta
15 Lorain-Medina Rural Electric Coop.	\$ 56.54	Elect@Durkee(S).112317-122317-TAD	749.190.000-53703.003-PumpSta
16 Lorain-Medina Rural Electric Coop.	\$ 198.49	Elect@IndianHollow.112317-122317-TAD	749.190.000-53703.003-PumpSta
17 Lorain-Medina Rural Electric Coop.	\$ 91.00	Elect@Slife.112317-122317-TAD	749.190.000-53703.003-PumpSta
18 Frontier	\$ 53.67	Telephone Svc@FourPlex.122517-012418-TAD	749.190.000-53705-Communication
19 RLCWA	\$ 1,191.00	LORCO Meter Readings-Dec. 2017-TAD	749.190.000-53760-Billing Exp
20 LORCO	\$ 1,381.79	Reimburse LORCO 2 Payments-Dec.2017-TAD	749.190.000-53901-Refunds/Reimb
21 LORCO	\$ 12,000.00	Mo.Operations Advance for Jan. 2018-TAD	749.190.000-59500-Mo Advance
	<u>\$ 21,219.83</u>		

Avon Lake Regional Water
LATERAL LOAN FUND 765 EXPENSES

January 16, 2018

Name	Amount	Memo	Account
1 Concrete & More, Inc.	\$ 3,500.00	Lateral Loan Program - 209 Inwood-TAD	765.190.000-53701-ContractorPmt
2 Concrete & More, Inc.	\$ 3,000.00	Lateral Loan Program - 234 Moore-TAD	765.190.000-53701-ContractorPmt
3 Concrete & More, Inc.	\$ 4,000.00	Lateral Loan Program - 225 Moore-TAD	765.190.000-53701-ContractorPmt
4 Concrete & More, Inc.	\$ 3,000.00	Lateral Loan Program - 169 Ashwood-TAD	765.190.000-53701-ContractorPmt
5 Concrete & More, Inc.	\$ 2,500.00	Lateral Loan Program - 294 Bellaire-TAD	765.190.000-53701-ContractorPmt
6 Concrete & More, Inc.	\$ 3,500.00	Lateral Loan Program - 141 Sunset-TAD	765.190.000-53701-ContractorPmt
7 Concrete & More, Inc.	\$ 3,250.00	Lateral Loan Program - 165 Fairfield-TAD	765.190.000-53701-ContractorPmt
8 KMU Residential	\$ 3,750.00	Lateral Loan Program - 171 Miller-TAD	765.190.000-53701-ContractorPmt
9 Personal Plumber Svc	\$ 1,000.00	Lateral Loan Program - 147 Norman-TAD	765.190.000-53701-ContractorPmt
	<u>\$ 27,500.00</u>		

01/12/18

Avon Lake Regional Water
WATERWORKS CONSTRUCTION FUND 704 EXPENSES

January 16, 2018

<u>Name</u>	<u>Amount</u>	<u>Memo</u>	<u>Account</u>
1 Miller Home Title	\$ 40,332.81	Payment for Eschtruth Property-TAD	704.180.000-55007-Cap Lines
2 Underground Utilities Inc.	\$ 725,448.15	Pmt #2-Stop 45 Project (OWDA Loan #7837)-TAD	704.180.000-55007-Cap Lines
3 Underground Utilities Inc.	\$ 98,989.70	Pmt. #14-FIBB Project (OWDA Loan#7740)-TAD	704.180.000-55007-Cap Lines
	<u>\$ 864,770.66</u>		

01/12/18

Avon Lake Regional Water
WASTEWATER CONSTRUCTION FUND 724 EXPENSES
January 16, 2018

Name	Amount	Memo	Account
1 Underground Utilities Inc.	\$ 32,200.00	Pmt. #2-Stop 45 Project (OWDA Loan #7837)-TAD	724.190.000-55006-Cap.San.Sewer
2 Underground Utilities Inc.	\$ 55,693.63	Pmt #14-FIBB Project (OWDA Loan #7740)-TAD	724.190.000-55006-Cap.San.Sewer
	<u>\$ 87,893.63</u>		

Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**
From: **Jack Gaydar, Engineering Services Manager**
Subject: **Cleveland Construction Cost Index**
Date: **January 8, 2018**

The Index for 2018 is **12298.51**
The Index for 2017 was **12267.85**

This is a difference of **+ .25%**

Therefore, the following are the adjusted 2018 fees:

	<u>2017</u>	<u>2018</u>
Trunk Sanitary Sewer Fee	\$2,052.00	\$2,057.00
Trunk Sanitary Square Foot Charge	13.69¢	13.72¢
8" Sanitary Sewer Front Foot Charge	\$72.18	\$72.36
CALDP Tap In Fee	\$10,820.87	\$10,847.91
Commercial Square Foot Charge	69.46¢	69.63¢
Water Impact Fee	\$2,475.00	\$2,481.00