

Avon Lake Board of Municipal Utilities

AGENDA

For

Tuesday

June 6, 2017

Immediately Following Work Session

1. Call to Order
2. General Matters
 - A. Approve Minutes
 - B. Public Speakers (*3 minutes each*)
 - C. Correspondence
3. Expenditures
4. Loan Authorizations
5. Informational Items
 - A. Reports/Updates
 - 1) CT Consultants' Project Amendment
 - 2) Potential Revision to Regulations
 - 3) Utility Self-Assessment
 - 4) Project Updates
 - 5) Lateral Updates
 - 6) CUE Action Items
 - 7) Chairman/Committee/Member Reports
 - B. Miscellaneous
6. Public Speakers
7. Adjourn

Avon Lake Regional Water
MEMORANDUM

To: **Board of Municipal Utilities**

From: **Todd Danielson & Steve Baytos**

Subject: **Agenda Items – July 11, 2017**

Date: **July 7, 2017**

Item 2C: Correspondence – TAD

The National Association of Clean Water Agencies (NACWA) recently notified us that the CUE has been selected to receive a *2017 President's Award* for the leadership role he played in NACWA's Small & Medium Utility Workgroup, where NACWA convened a group of members together to provide input on how NACWA could improve its services for and better represent smaller utilities.

Item 4: Loan Authorizations – TAD

Due to the exceptional interest rates and incentives offered lately, Avon Lake Regional Water has used and is using Ohio EPA's loan programs for several recent and future projects. Ohio EPA requires specific legislative authorization to be made for the loan agreements. The CUE requests to Board authorize him to execute loan agreements for the 45s area combined sewer separation once the Board approves the contract (currently scheduled for the September 5 meeting), the lateral loan program revolving loan fund (approved by the Board June 6, 2016 and scheduled to be awarded by the Ohio EPA later this month), and the Fairfield area combined sewer separation (approved by the Board August 16, 2016 and awarded a loan from Ohio EPA in June 2017).

The Principles that would help guide the Board are:

- ◆ Exercise fiduciary responsibility.

Recommended motions:

I move to authorize the CUE to complete the requirements necessary to apply for financing through the Water Pollution Control Loan Fund for the 45s Area Combined Sewer Separation and designate user fees and revenues as the repayment source for Avon Lake Regional Water's portion of the loan. Furthermore, once the project is awarded, I authorize the CUE to execute the loan documents on the Board's behalf.

I move to authorize the CUE to complete the requirements necessary to apply for financing through the Water Pollution Control Loan Fund for the Lateral Loan Revolving Loan Program, execute loan documents, and designate user fees and revenues as the primary repayment source for the loan.

I move to confirm the August 16, 2016, authorization for the CUE to apply WPCLF funding for the Fairfield Area Combined Sewer Separation also authorized him to execute loan documents on the Board's behalf.

Item 5A1: CT Consultants' Project Amendment – TAD

CT Consultants has been completing an update to the water system's hydraulic model. During the work, an opportunity was identified where CT Consultants could prepare an updated Unidirectional Flushing Program to help with the implementation of the new corrosion control program. The CUE has authorized CT Consultants up to \$15,100 to prepare this program using the hydraulic model information.

Item 5A2: Potential Revision to Regulations – TAD

Recently, a potential issue was identified where, due to specific words used in Avon Lake Regional Water Regulations, there may conflict with intent and the way wording could be interpreted. The potential conflict relates to the definition of "Unimproved Land" or "Unimproved Real Property." The intent related to water using/wastewater generating improvements. However, the improvement process could be interpreted more broadly. The CUE is working with the Law Director regarding potential changes and has included an initial draft of the changes for the Board's information. The CUE may bring a request for change to the Board at an upcoming meeting.

Item 5A3: Utility Self-Assessment – TAD

At the June 20, 2017, work session, the CUE provided information regarding the industry-supported quality improvement program, called Effective Utility Management. The CUE provided Board members a self-assessment package and asked members to complete it as time allowed. The CUE requests members provide it to the CUE either at the July 11 meeting or later that week so that he may review the information and prepare an assessment for the August 15, 2017, work session.

Item 5A4: Project Updates – SCB

Water Tower: Working on structural components in order to install roof.

Water Plant: Continuing completion of last items.

Wastewater Plant: Beginning laying foundation for screening building; working on alum clarifier in order to place it and two final clarifiers on line within about a month.

Item 5A5: Lateral Updates – TAD

An additional 131 Resolution of Necessity letters have been sent since the last update, bringing the total to 635 out of 1296 (49%). Thirty-one of those addresses have had inspections (up 16) and two have completed separations as a result of the recent letters.

The lateral separation program continues to progress. As of July 6, 2017, letters have been sent to 2,965 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, 2,254 (76%) have responded (up 27 since 6/16/17). Of the 2,254, 1,563 either have separated laterals or already had separated laterals and 691 either have problems or are believed to have problems. By extrapolation, approximately 1,170 (691 + ~67% of homes not inspected) may need to separate laterals. The attached table/graphs provide a visual representation.

As of July 6, 2017, 530 of the homes with the February 1, 2018, deadline have yet to respond and have their free inspection. It is anticipated, approximately 380 of these homes will need to separate, along with the 450 homes we know need to separate. Therefore, about 830 need to separate to comply with the February 2018 deadline.

Since the last Board meeting, 14 additional agreements for the Lateral Loan Program have been executed, bringing the total to 112, with \$390,585 committed and \$123,150 paid so far. The average loan request is for approximately \$3,200. Customers began repaying loans following the December 2016 billing. Through the March 2017 billing, \$1,732 has been repaid.

Item 5A6: **CUE Action Items – TAD**

Below are responses to questions asked by the Board:

Community information meeting for 45s: The current intention is for the Board to award the sewer separation project at its September 5, 2017, meeting; and the CUE is working with Ohio EPA to the loan awarded at the end of September. With this being the case, the earliest the project will start is sometime in October. Staff will schedule the meeting for September in order to have the most likelihood of attendance and be able to provide the best information.

Water flushing video: We have made several positive impressions with the animated videos regarding “why you need to separate,” how to prevent frozen pipes, and overviews of our treatment processes and are considering what additional videos we should create. We will keep the Board’s suggestion in mind as we move forward.

Board of Municipal Utilities
Work Session Minutes
June 20, 2017
201 Miller Road
Avon Lake, Ohio

The work session was called to order at 6:02 PM.

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

Mr. Rickey was excused.

Also present: Mayor Zilka, CUE Danielson, WPCO Manager Baytos, and Community Outreach Specialist Arnold.

The CUE updated the Board on the Continuous Improvement/Total Quality Management (TQM) investigations staff has undertaken. The CUE indicated that they enlisted the assistance of a consultant to help inform staff about various TQM approaches. The water/wastewater industry has embraced an approach titled, Effective Utility Management, that serves as a starting point for utilities to become familiar with concepts before embracing higher-level TQM approaches. Members provided comments, seeking confirmation that staff would then get in to more concrete, detailed aspects such as preparing and/or updating SOPs, benchmarking, and collecting metrics on various aspects of operations. Members indicated a desire to assure we would be able to show we are doing what we said we would be doing. The CUE confirmed that is the intention.

One of the first steps of Effective Utility Management is a self-assessment of the organization. Senior staff performed the self-assessment with the consultant. The CUE asked members to individually complete the self-assessment and provide it to him so that the board's and staff's assessments may be compared and, potentially, help align priorities.

The work session adjourned at 6:19 PM.

Approved July 11, 2017

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk

Board of Municipal Utilities
Regular Meeting Minutes
June 20, 2017
201 Miller Road
Avon Lake, Ohio

Call to Order – Roll Call

The meeting was called to order at 6:46 PM.

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

Excused: Mr. Ricky

Also present: Chief Utilities Executive Danielson, WPCC Manager Baytos, and Mayor Greg Zilka

Approve Minutes

Acting Chairman Rush presented the minutes of the June 20, 2017, Work Session and Regular Meeting. No comments and changes were made

Public Speakers – Retired Fire Chief Morris was present to express concerns of the sewer separation deadline in the 45 area and if he, and other residents, would need to begin separating their property sooner than planned. CUE Todd Danielson was to provide an update for the sewer separation project later in the meeting and did so at this time.

Correspondence – ALRW received a facility image award from Ohio Water and Environment Association at the state conference in June and Steve Baytos will be accepting the award on ALRW behalf

Expenditures

Following review of expenses dated June 20, 2017, for funds and amounts as follows, Mr. Phillips moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$	631,938.62
Wastewater Fund 721	\$	502,463.56
MOR Fund 703 ETL1	\$	194,902.74
MOR Fund 762 ETL2	\$	535,007.13
LORCO Fund 749	\$	850,155.19
Wastewater Fund 724	\$	178,336.70
Lateral Loan 765	\$	15,000.000

Ayes: Phillips, Dzwonczyk, Rush, Schnabel

Nays: None

Motion carried.

Reports/Updates

Project Updates:

Water Tower: New water tower was hoisted on 6/19/17. Discussion of having the current water tower on Walker will wait due to the possibility of not having to pay to take it down.

Water Plant: Crews are working on punch-list items.

Wastewater Plant: Construction of the new clarifier is nearly complete and should be operational sometime next month.

Lateral Updates: Sending of the Resolution of Necessity letters has been reinitiated with the hiring of the additional office personnel. An additional 138 letters have been sent bringing the total to 504 out of 1296 and fifteen residents have responded as a result. The Brookfield Project is progressing ahead of schedule and the upcoming 45s Project was briefly discussed and reported to be expected to start in the fall. CUE Todd Danielson shared additional information about a time line related to the 45s due to a public speaker, retired Fire Chief Morris, expressing concerns of an accelerated timeline and residents needing to separate sooner than anticipated. It was reviewed it is in the resident's best interest to separate sooner rather than later and Lateral Loan Agreements are available to help residents afford the separation. Office staff have also began revamping the list of contractors to provide the most up-to-date information for the residents.

Todd Danielson asked that two additional things be added to the meeting and documented in the minutes including:

Line Maintenance Leader – TAD

With the retirement of Lindsey Bruce, management advertised internally for the Line Maintenance Leader position. Management interviewed four employees and selected Paul Frankiewicz to assume the responsibilities on May 29, 2017 and begin at Step IV in the wage scale (the next step higher than his previous position).

Steve Heimlich will be moving from Full-time to Part-time employee.

CUE Action Items:

Advertising for lateral contractors: The list of contractors is being updated as this time to reflect the most accurate information.

Chairman/Committee/Members Reports
None.

CUE Report
None.

Miscellaneous

None.

Item 6: **Executive Session – TAD**

The CUE requests to speak with the Board in executive session as allowed under ORC 121.22 to discuss employment of a public employee.

Recommended Motion:

Mr. Rush moved, Mrs. Schnabel seconded, to meet in Executive Session as allowed by ORC 121.22 (G)(1) to discuss employment of a public employee and to include the Chief Utilities Executive in the discussion. Also ORC 121.22 (G)(3) to discuss legal matters.

Ayes (per role call): Phillips, Schnabel, Rush, Dzwonczyk

Nays: None

Motion: Carried

Adjourn

As there was no further business, Mr. moved, Mr. Phillips seconded, that the meeting adjourn at PM.

Ayes: Phillips, Rush, Schnabel

Nays: None

Motion carried.

Approved June 20, 2017

John Dzwonczyk, Chairman

Todd A. Danielson, Clerk

Avon Lake Regional Water
WATER FUND 701 EXPENSES
 July 11, 2017

Name	Amount	Memo	Account
1 Water Employees	\$ 74,244.41	Salaries P/R #14.061217-062517	701.180.000-51102-Salaries
2 Water Employees	\$ 5,851.00	PartTime P/R #14.061217-062517	701.180.000-51105-PartTime
3 Water Employees	\$ 7,300.37	OT-Plant P/R #14.061217-062517	701.180.000-51106.101-OT Plant
4 Water Employees	\$ 1,029.57	OT-Distrib P/R #14.061217-062517	701.180.000-51106.102-OT Dist
5 Water Employees	\$ 971.31	OT-Admin P/R #14.061217-062517	701.180.000-51106.103-OT Admin
6 Water Employees	\$ 138.00	OT-Const P/R #14.061217-062517	701.180.000-51106.104-OT Constr
7 Water Employees	\$ 1,977.30	OT-Office P/R #14.061217-062517	701.180.000-51106.105-OT-Office
8 Cintas Corporation	\$ 389.98	1/2-Employee Uniform Rental-May 2017-RK	701.180.000-52126-ClothingAllow
9 Medical Mutual	\$ 462.18	Medical Mutual Payment 6/27/17	701.180.000-52203-Hospital
10 Medical Mutual	\$ 33,302.76	Hospitalization - August 2017	701.180.000-52203-Hospital
11 Medical Mutual	\$ 552.08	Medical Mutual Payment 7/5/17	701.180.000-52203-Hospital
12 Medical Mutual	\$ (2,108.85)	Med Mut Emp Contrib P/R #14	701.180.000-52203-Hospital
13 Medical Mutual	\$ 247.63	Group Life - August 2017	701.180.000-52204 Group Life
14 Medical Mutual	\$ 1,716.09	Dental/Vision - August 2017	701.180.000-52205-Dental/Vis
15 Medical Mutual	\$ 9,050.47	Prescription Drug - August 2017	701.180.000-52207-Presc Drug
16 PERS	\$ 17,330.29	PERS - May 2017 Wages	701.180.000-52209-OPERS
17 Medicare	\$ 1,201.40	Medicare P/R #14.062517	701.180.000-52212-Medicare
18 Kral, Kristin	\$ 10.00	1 Employee Meal Allowance-LS	701.180.000-52227-Meal Allow
19 Brass, Mike	\$ 30.00	3 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
20 Bruder, Bernard	\$ 30.00	3 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
21 Ester, Les	\$ 30.00	3 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
22 Mosher, Gregory	\$ 50.00	5 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
23 Simon, Bill	\$ 60.00	6 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
24 American Water Works Association	\$ 187.00	AWWA Membership-B.Kimevski-LS	701.180.000-53500-Edu/Training
25 American Water Works Association	\$ 187.00	AWWA Membership-W.Simon-LS	701.180.000-53500-Edu/Training
26 Avon Lake Printing	\$ 903.75	Print Summer Waterline-CMA	701.180.000-53602-Office Supply
27 Avon Lake Printing	\$ 140.00	Signs for Water Tower Lift-CMA	701.180.000-53602-Office Supply
28 FriendsOffice	\$ 204.50	1/2-Office Supplies-MW/LS	701.180.000-53602-Office Supply
29 Neofunds by Neopost	\$ 500.00	1/2-Postage for Meter-LS	701.180.000-53602-Office Supply
30 Fuelman	\$ 560.66	1/2-Fuel for Vehicles.061917-070217-LS	701.180.000-53604-Gasoline/Oil
31 BNR, Inc.	\$ 702.00	Chlorine Repair Parts-GY	701.180.000-53607-Equip Maint
32 Jack Doheny Companies	\$ 445.94	1/2-Equipment Maintenance-RK	701.180.000-53607-Equip Maint
33 JCI, Jones Chemicals Inc.	\$ 2,850.00	6 Tons Chlorine-GY	701.180.000-53611-Op.Supplies
34 Mississippi Lime Company	\$ 5,844.67	39.59 Tons Lime-GY	701.180.000-53611-Op.Supplies
35 USALCO	\$ 15,877.03	123.96 Tons Alum-GY	701.180.000-53611-Op.Supplies
36 ABC Equipment	\$ 212.39	Maintenance Supplies-RK	701.180.000-53612.001-Plants
37 Grainger	\$ 662.70	Maintenance Supplies-GY	701.180.000-53612.001-Plants
38 McMaster-Carr Supply Company	\$ 212.31	Maintenance Supplies-GY/RK	701.180.000-53612.001-Plants
39 Harold Archer & Sons, Inc.	\$ 677.57	1/2-73.25 Tons Stone-RK	701.180.000-53612.002-Lines
40 HD Supply Waterworks	\$ 1,605.00	Water Distribution Supplies-RK	701.180.000-53612.002-Lines
41 Westview Concrete Corp.	\$ 1,126.63	Concrete Repairs@751 Jaycox-RK	701.180.000-53612.002-Lines
42 Swift First Aid	\$ 31.25	Svc FirstAid Cabinets@WaPlant-GY	701.180.000-53612.004-Other
43 Swift First Aid	\$ 13.33	1/2-Svc FirstAid Cabinets@201Miller-RK	701.180.000-53612.004-Other
44 Badger Meter	\$ 4,221.65	12-2" Meters-RK	701.180.000-53612.005-Meters
45 Fisher Scientific	\$ 2,884.66	Lab Supplies-GY	701.180.000-53613-Lab Supplies
46 Hach Company	\$ 14,163.00	Service Renewal-Turbidimeters-GY	701.180.000-53613-Lab Supplies
47 U.S. Bank Equipment Finance	\$ 386.23	1/2-Lease Pmt-2 Ricoh Copiers-TAD	701.180.000-53701.001-Leases
48 4imprint, Inc.	\$ 846.11	Mood Stadium Cups for WineFest-CMA	701.180.000-53701.002-Other
49 Cleveland Water Alliance	\$ 5,000.00	Annual Contribution to Cle.Water Alliance-TAD	701.180.000-53701.002-Other
50 Complete Concrete	\$ 600.00	Core Drilling@Water Plant-GY	701.180.000-53701.002-Other
51 Solar Testing Laboratories, Inc.	\$ 844.00	Testing/Inspection-SIP Pjt.051517-052817-TAD	701.180.000-53701.002-Other
52 SOS Integration Services	\$ 800.00	SCADA Service@Water Plant-GY	701.180.000-53701.002-Other

07/07/17

Avon Lake Regional Water
WATER FUND 701 EXPENSES

July 11, 2017

53 Columbia Gas of Ohio	\$ 141.32	Gas Svc@WaPlant.051817-061917-GY	701.180.000-53702.001-Plants
54 Columbia Gas of Ohio	\$ 28.82	Gas Svc@WTP Lab.051817-061917-GY	701.180.000-53702.002-Bldgs
55 Columbia Gas of Ohio	\$ 124.78	Gas Svc@WTP Garage.051817-061917-GY	701.180.000-53702.002-Bldgs
56 Columbia Gas of Ohio	\$ 35.54	Gas Svc@WTP Aux.051817-061917-GY	701.180.000-53702.002-Bldgs
57 Columbia Gas of Ohio	\$ 29.39	Gas Svc@WTP-SIP.051817-061917-GY	701.180.000-53702.002-Bldgs
58 Engie Resources	\$ 24,185.47	Elect@WaPlant.042117-051917-TAD	701.180.000-53703.001-Plants
59 Engie Resources	\$ 658.21	Elect@201Miller.052117-061017-TAD	701.180.000-53703.002-Bldgs
60 Illuminating Company	\$ 13,000.33	Elect@WTP-SIP.051217-061217-GY	701.180.000-53703.002-Bldgs
61 Illuminating Company	\$ 12,378.74	Elect@WTP-SIP.051217-061217-GY	701.180.000-53703.002-Bldgs
62 Spectrum Business	\$ 135.00	1/2-InternetSvc@201Miller.061417-071317-TAD	701.180.000-53705-Communication
63 Jani-King of Cleveland	\$ 322.50	1/2-Cleaning Svc@201Miller-July 2017-TAD	701.180.000-53708-Bldg Maint
64 Lawn Tech	\$ 404.45	Fertilize Lawn & Treat Beds@WTP-GY	701.180.000-53708-Bldg Maint
65 Kalinoski Roofing LLC.	\$ 1,050.00	Inspect/Repair Roof@WTP Chlorine Bldg-GY	701.180.000-53708.001-Plants
66 Lighting Supply Company	\$ 2,149.90	Building Maintenance-Lighting-GY	701.180.000-53708.001-Plants
67 Sherwin-Williams Co.	\$ 119.13	1/2-Paint & Supplies-RK	701.180.000-53708.001-Plants
68 Speed Exterminating Company	\$ 30.00	1/2-ExterminatingSvc@201Miller-June 2017-TAD	701.180.000-53708.001-Plants
69 Arnold, Cheryl	\$ 124.03	Reimburse-Expenses & Mileage-TAD	701.180.000-53901-Refunds
70 Calfee, Halter & Griswold LLP	\$ 200.00	1/2-Legal Service-May 2017-TAD	701.180.000-53907.002-Legal Fee
	<u>\$ 271,672.98</u>		

Avon Lake Regional Water
WASTEWATER FUND 721 EXPENSES

July 11, 2017

Name	Amount	Memo	Account
1 Wastewater Employees	\$ 40,550.40	Salaries P/R #14.061217-062517	721.190.000-51102-Salaries
2 Wastewater Employees	\$ 6,321.50	PartTime P/R #14.061217-062517	721.190.000-51105-PartTime
3 Wastewater Employees	\$ 1,496.08	OT-Plant P/R #14.061217-062517	721.190.000-51106.101-OT Plant
4 Wastewater Employees	\$ 284.35	OT-Distrib P/R #14.061217-062517	721.190.000-51106.102-OT Distr
5 Wastewater Employees	\$ 330.00	OT-Admin P/R #14.061217-062517	721.190.000-51106.103-OT Admin
6 Wastewater Employees	\$ 189.75	OT-Const P/R #14.061217-062517	721.190.000-51106.104-OT Constr
7 Medical Mutual	\$ 470.97	Medical Mutual Payment 6/27/17	721.190.000-52203-Hospital
8 Medical Mutual	\$ 23,577.46	Hospitalization - August 2017	721.190.000-52203-Hospital
9 Medical Mutual	\$ 562.58	Medical Mutual Payment 7/5/17	721.190.000-52203-Hospital
10 Medical Mutual	\$ (1,534.53)	Med Mut Emp Contrib P/R #14	721.190.000-52203-Hospital
11 Medical Mutual	\$ 148.58	Group Life - August 2017	721.190.000-52204-Group Life
12 Medical Mutual	\$ 1,215.47	Dental/Vision - August 2017	721.190.000-52205-Dent/Vis
13 Medical Mutual	\$ 6,276.53	Prescription Drug - August 2017	721.190.000-52207-Presc Drug
14 PERS	\$ 18,872.03	PERS - May 2017 Wages	721.190.000-52209-OPERS
15 Medicare	\$ 642.04	Medicare P/R #14.062517	721.190.000-52212-Medicare
16 Cintas Corporation	\$ 389.97	1/2-Employee Uniform Rental-May 2017-RK	721.190.000-52226-Clothing
17 Fischer, Will	\$ 30.00	3 Employee Meal Allowances-LS	721.190.000-52227-Meal Allow
18 Avon Lake Printing	\$ 301.25	Print Summer Waterline-CMA	721.190.000-53602-Office Supply
19 FriendsOffice	\$ 204.50	1/2-Office Supplies-MW/LS	721.190.000-53602-Office Supply
20 Neofunds by Neopost	\$ 500.00	1/2-Postage for Meter-LS	721.190.000-53602-Office Supply
21 Fuelman	\$ 560.66	1/2-Fuel for Vehicles.061917-070217-LS	721.190.000-53604-Gasoline/Oil
22 Jack Doheny Companies	\$ 445.94	1/2-Equipment Maintenance-RK	721.190.000-53607-Equip Maint
23 Rawdon Myers, Inc.	\$ 620.00	Equipment Maintenance-SB	721.190.000-53607-Equip Maint
24 Bonded Chemicals, Inc.	\$ 3,647.89	8.4442 Tons Ferric Chloride-SB	721.190.000-53611-Op.Supplies
25 Mississippi Lime Company	\$ 6,221.13	42.14 Tons Lime-SB	721.190.000-53611-Op.Supplies
26 ABC Equipment	\$ 843.36	Maintenance Supplies-RK/SB	721.190.000-53612.001-Plants
27 Active Plumbing Supply	\$ 1,231.91	6 Zoeller Pumps-RK	721.190.000-53612.001-Plants
28 Indy Equipment and Supply LLC	\$ 375.00	Maintenance Supplies-SB	721.190.000-53612.001-Plants
29 McMaster-Carr Supply Company	\$ 137.05	Maintenance Supplies-RK	721.190.000-53612.001-Plants
30 Harold Archer & Sons, Inc.	\$ 677.56	1/2-73.25 Tons Stone-RK	721.190.000-53612.002-Lines
31 Atlas Concrete Leveling, Ltd.	\$ 1,800.00	Concrete Work On Moore Rd-RK	721.190.000-53612.004-Other
32 Swift First Aid	\$ 29.40	Svc FirstAid Cabinets@WPCC-SB	721.190.000-53612.004-Other
33 Swift First Aid	\$ 13.32	1/2-Svc FirstAid Cabinets@201Miller-RK	721.190.000-53612.004-Other
34 Hach Company	\$ 515.27	Lab Supplies for WPCC-SB	721.190.000-53613-Lab Supplies
35 U.S. Bank Equipment Finance	\$ 386.22	1/2-Lease Pmt-2 Ricoh Copiers-TAD	721.190.000-53701.001-Lease
36 Solar Testing Laboratories, Inc.	\$ 3,399.50	Testing/Inspection@WPCC.051517-052817-TAD	721.190.000-53701.002-Other
37 Williams Scotsman, Inc.	\$ 123.00	Container Rental.062117-072017-SB	721.190.000-53701.002-Other
38 Interstate Gas Supply, Inc.	\$ 144.32	Gas Svc@WPCC-May 2017-SB	721.190.000-53702.001-Plants
39 Columbia Gas of Ohio	\$ 28.25	Gas Svc@32789Lake.051817-061917-RK	721.190.000-53702.003-PumpSta
40 Engie Resources	\$ 7,598.76	Elect@WPCC.050917-060817-TAD	721.190.000-53703.001-Plants
41 Engie Resources	\$ 69.23	Elect@31900Lake.051017-060817-TAD	721.190.000-53703.003-PumpSta
42 Engie Resources	\$ 703.14	Elect@32789Lake.051117-060917-TAD	721.190.000-53703.003-PumpSta
43 Engie Resources	\$ 17.10	Elect@671Bridgeside.051017-060717-TAD	721.190.000-53703.003-PumpSta
44 Engie Resources	\$ 32.07	Elect@641Lear.050917-060717-TAD	721.190.000-53703.003-PumpSta
45 Engie Resources	\$ 26.39	Elect@HuntClub.050617-060717-TAD	721.190.000-53703.003-PumpSta
46 Illuminating Company	\$ 60.92	Elect@AvonBeldenSwMtr.051217-0612147-RK	721.190.000-53703.004-Other
47 Spectrum Business	\$ 134.99	1/2-InternetSvc@201Miller.061417-071317-TAD	721.190.000-53705-Communication
48 Jani-King of Cleveland	\$ 322.50	1/2-Cleaning Svc@201Miller-July 2017-TAD	721.190.000-53708-Bldg Maint
49 Sherwin-Williams Co.	\$ 119.12	1/2-Paint & Supplies-RK	721.190.000-53708.001-BldgMaint
50 Speed Exterminating Company	\$ 30.00	1/2-Exterminating Svc@201Miller-June 2017-TAD	721.190.000-53708.001-BldgMaint
51 Titan Supply Company	\$ 3,938.00	Building Maintenance (Shelves)-SB	721.190.000-53708.001-BldgMaint
52 Brown & Caldwell	\$ 3,535.66	Collection Evaluation System.042817-052517-TAD	721.190.000-53806-Eng.Fees
53 Calfee, Halter & Griswold LLP	\$ 200.00	1/2-Legal Service-May 2017-TAD	721.190.000-53907.002-LegalFees
	\$ 138,816.59		

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

July 11, 2017

Name	Amount	Memo	Account
1 HD Supply Waterworks	\$ 325.00	Water Main Repair Parts-RK	703.180.000-53612.004-Other
2 Indy Equipment and Supply LLC	\$ 161.50	Water Main Repair Supplies-RK	703.180.000-53612.004-Other
3 Kendera Enterprises, Inc.	\$ 2,560.00	ETL1 Water Line Repairs (Jaycox/Rock Pile)-RK	703.180.000-53612.004-Other
4 Avon Lake Regional Water	\$ 5,355.51	ETL1 Operator Charges- May 2017-TAD	703.180.000-53701.002
5 Illuminating Company	\$ 12,000.01	Elect@Moore P.S.051217-061217-TAD	703.180.000-53703.003
6 Engie Resources	\$ 10,692.39	Elect@Moore P.S.051217-061217-TAD	703.180.000-53703.003
7 Direct Energy Business	\$ 3.20	Elect@Moore/RR PRV.051317-061317-TAD	703.180.000-53703.004
8 Engie Resources	\$ 13.49	Elect@Butternut/Root.050617-060517-TAD	703.180.000-53703.004
9 Engie Resources	\$ 19.71	Elect@Lear/Mills.050917-060717-TAD	703.180.000-53703.004
10 Engie Resources	\$ 7.06	Elect@Lear/Chestnut.050717-060717-TAD	703.180.000-53703.004
11 Engie Resources	\$ 2.30	Elect@Lear/US20.050717-060617-TAD	703.180.000-53703.004
12 Engie Resources	\$ 22.96	Elect@Root/Sprag.050617-060517-TAD	703.180.000-53703.004
	<u>\$ 31,163.13</u>		

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

July 11, 2017

Name	Amount	Memo	Account
1 Kalinoski Roofing LLC.	\$ 5,000.00	Repair Work-Island Rd.P.S. Roof-GY	762.180.000-53612.001-Plants
2 Avon Lake Regional Water	\$ 2,138.56	ETL2 Operator Charges-May 2017-TAD	762.180.000-53701.002
3 Illuminating Company	\$ 3,370.91	Elect@Moore P.S.051217-061217-TAD	762.180.000-53703.003-PumpSta
4 Engie Resources	\$ 6,646.85	Elect@Moore P.S.051217-061217-TAD	762.180.000-53703.003-PumpSta
5 Engie Resources	\$ 5,357.92	Elect@Island P.S.050417-060217-TAD	762.180.000-53703.003-PumpSta
6 Illuminating Company	\$ 67.72	Elect@Detroit PRV.051317-061317-TAD	762.180.000-53703.004-Other
7 Engie Resources	\$ 20.75	Elect@Detroit PRV.051317-061317-TAD	762.180.000-53703.004-Other
8 Engie Resources	\$ 8.03	Elect@Barres PRV.050917-060717-TAD	762.180.000-53703.004-Other
9 Engie Resources	\$ 3.54	Elect@CenterRidge PRV.050617-060517-TAD	762.180.000-53703.004-Other
	<u>\$ 22,614.28</u>		

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

July 11, 2017

Name	Amount	Memo	Account
1 RLCWA	\$ 83.64	Water Used@FourPlex.050117-060117-TAD	749.190.000-53701.002-Other
2 RLCWA	\$ 50.69	Water Used@TriPlex.050117-060117-TAD	749.190.000-53701.002-Other
3 Engie Resources	\$ 84.27	Elect@TriPlex.050617-060517-TAD	749.190.000-53703.001-Plants
4 Engie Resources	\$ 475.29	Elect@FourPlex.050317-060117-TAD	749.190.000-53703.001-Plants
5 Illuminating Company	\$ 68.10	Elect@33678Walker.051317-061317-TAD	749.190.000-53703.002-Bldgs
6 Engie Resources	\$ 19.33	Elect@33678Walker.051317-061317-TAD	749.190.000-53703.002-Bldgs
7 Engie Resources	\$ 6.27	Elect@12169AvonBelden.050517-060317-TAD	749.190.000-53703.003-PumpSta
8 Engie Resources	\$ 10.96	Elect@12901AvonBelden.050517-060317-TAD	749.190.000-53703.003-PumpSta
9 Engie Resources	\$ 40.98	Elect@33930Cooley.050417-060317-TAD	749.190.000-53703.003-PumpSta
10 Engie Resources	\$ 11.56	Elect@36780Giles.050417-060217-TAD	749.190.000-53703.003-PumpSta
11 Engie Resources	\$ 7.69	Elect@10920Hawke.050617-060617-TAD	749.190.000-53703.003-PumpSta
12 Engie Resources	\$ 29.00	Elect@10301Reed.050617-060517-TAD	749.190.000-53703.003-PumpSta
	<u>\$ 887.78</u>		

Avon Lake Regional Water
LATERAL LOAN FUND 765 EXPENSES
July 11, 2017

<u>Name</u>	<u>Amount</u>	<u>Memo</u>	<u>Account</u>
1 Concrete & More, Inc.	\$ 3,500.00	Lateral Loan Program - 144 Oakwood-TAD	765.190.000-53701-ContractorPmt
2 Heczko Landscape & Construction, LLC.	\$ 3,600.00	Lateral Loan Program - 221 Vineyard-TAD	765.190.000-53701-ContractorPmt
	<u>\$ 7,100.00</u>		

Section 2.84 Storm Water shall mean water flowing from surface drainage, rain water from roofs, sub-soil drainage, cistern overflow, water from condensers, cooling systems, and other water which is free from sanitary sewage or industrial wastes.

Section 2.85 Suspended Solids shall mean solids that either float on the surface of or are in suspension in water, sewage, or other liquids and which are removable by laboratory filtering. Quantitative determination of suspended solids shall be made in accordance with procedures set forth in Standard Methods.

Section 2.86 System Hazard means a condition posing an actual or potential threat of damage to the physical properties of the public water system or a potable consumer's water system.

Section 2.87 Toxic pollutant shall mean any pollutant or combination of pollutants which is or can potentially be harmful to public health or the environment including those listed as toxic in regulations promulgated by the Administrator of the Environmental Protection Agency under the provisions of the Act.

Section 2.88 Unimproved Land or Unimproved Real Property for these regulations means property that does not have a building or buildings (e.g., house, office building, restaurant) or some other use that has/needs running water and/or wastewater services.

Section 2.89 Upset shall mean an incident in which an industrial user unintentionally and temporarily is in a state of noncompliance with the standards set forth in these Regulations due to factors beyond the reasonable control of the user, and excluding noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation thereof.

Section 2.890 User Charge System (sanitary) means the system of charges assessed consumers of the system to cover the consumer's proportionate share of the cost of operating and maintaining the sewage treatment system, including replacement. The User Charge System includes revenues generated by the Administrative Fee, Operation, Maintenance, and Replacement Increment of the Consumption Charge, the Industrial Surcharge Fee, and Industrial Surcharge Rate.

Section 2.9091 User Class (sanitary) means the division of consumers or users of the sewage system by waste characteristics. For the purpose of user charges, the classes of users are as follows:

1. Non-Industrial Users. Any user of the treatment works who contributes primarily segregated domestic wastes or wastes from sanitary conveniences and shall include the commercial, institutional/governmental, and residential user classes.

a. Residential User. This class of users consists of households including both single and multi-family dwellings.

b. Commercial User. This class of users consists of business establishments that contribute wastes that are equivalent of normal strength domestic sewage. Users in this class include, but are not necessarily limited to, retail stores, banks, office buildings, hotels, restaurants, warehouses, service stations, and dry process industrial establishments.

the specified period with the required information, may be used in the determination of the water and sewer charges. For all accounts for which Avon Lake Regional Water cannot get a reading of the water meter, the water and sewer service charges will be estimated on past use on the premises in comparable periods and a bill submitted for this amount.

If Avon Lake Regional Water fails to gain access to a premises for the purpose of reading the meter on four (4) successive billing periods, the CUO may require that an outside meter be installed as specified by Avon Lake Regional Water.

Section 2.18 Final Bill. Consumers wishing to terminate their water and sewer service may do so by contacting Avon Lake Regional Water's office. On the requested date, a final meter reading will be taken and a final bill prepared showing all outstanding charges and fees for the account.

In the case of the sale of property, to avoid having the water service turned off at the time of the final meter reading, the name of the new owner must be given at the time the final is requested.

Section 2.19 Summer Billing Adjustment. Individual residential accounts during the third billing quarter will have the sewer service charge adjusted to allow for summer sprinkling. 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 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.

Section 2.20 New Line Charges. All new water line installations shall be subject to Avon Lake Regional Water's charges as shown in Schedule I.

Section 2.21 Water Impact Fee. A Water Impact Fee shall be collected from the owner of Undeveloped Land at the time of their connection to the Municipal Water System or from developed land upon their request to up-size their existing water connection for the purpose of constructing improvements to the municipal water system. The fee is meant for each new connection to pay an amount equivalent to the connection's share of the replacement value of the water distribution system within Avon Lake to cover distribution system costs expended to provide service.

The Water Impact Fee shall be calculated in accordance with the definitions and formula as set forth below:

"Equivalent Residential Connection (ERC)" is a unit of measure to equate connections of any size to an equivalent number of residential units and is based upon water meter size. Both 5/8" and 3/4" meters equate to an ERC of 1. Larger water meters can pass more water and equate to more ERCs, based upon the following table:

<u>Meter Size</u>	<u>ERCs</u>
5/8 inches	1
3/4 inches	1
1 inch	1.8
1-1/2 inches	4

2 inches	7
3 inches	16
4 inches	28.5
6 inches	64
8 inches	114
10 inches	178
12 inches	256

To determine the Water Impact Fee, multiply the WIF/ERC by the ERCs.
 If multiple meters are requested, the cumulative ERCs must be multiplied by the WIF/ERC.

The Water Impact Fee per Equivalent Residential Connection shall be as set forth in **Schedule K** attached hereto and such fee shall be adjusted annually in accordance with the first published Cleveland Construction Cost Index in *Engineering News Record* after January 1 of each year.

The Water Impact Fee may be paid at any time prior to the improvements of Unimproved Land but shall be paid prior to occupancy and shall be a condition of the issuance of an occupancy permit. Such fees shall apply to all improvements on Unimproved Lands regardless of whether such improvements are connected to the municipal water system. In the case of a request to up-size an existing water connection such fees shall be payable at the time of the request. (Rev. 1-4-12)

CHAPTER 4 - TRUNK SANITARY SEWER CONSTRUCTION

Section 4.01 Capacity Fee Charge on Unimproved Land. The capacity fee charge shall be as set forth on Schedule K attached hereto and as determined by the Board from time to time, and shall only apply to presently unimproved real property upon which buildings are not constructed, ~~and/or~~ to unimproved real property upon which buildings are currently under construction but without an occupancy permit having been issued, or to developed land upon a change in use that will then generate wastewater. The fee charges set forth herein shall apply ~~to all unimproved real property~~ regardless of whether such are connected to a sewer or not.

Section 4.02 Capacity Fee Charges on Construction.

1. **Residential.** All unimproved residential real property in Avon Lake shall, upon development of the property, pay a trunk sanitary sewer capacity fee charge of \$810.00 per dwelling unit. Should there be more than one dwelling unit per building or lot, the capacity fee charge of \$810.00 shall be charged for each dwelling unit. Lots of less than 15,000 square feet in area shall pay this fee on the basis of 5.4 cents per square foot of lot area.

2. **Commercial and Industrial.** All unimproved commercial and industrial real property in Avon Lake shall, upon development of the property, pay a trunk sanitary sewer capacity fee charge of 5.4 cents per square foot of lot area with a minimum charge of \$810.00.

3. **Publicly Owned.** No publicly owned building or unimproved real property shall pay a trunk sanitary sewer capacity fee provided that the development being constructed is for a public purpose.

Section 4.03 Determination of Fee Charges. The fee charges, set forth in Section 4.02 above, are based upon construction costs, and in order that these charges be kept current, the Board shall adjust them from time to time, provided that such changes shall be effective as set by the Board or on the subsequent calendar month through the application of the following formula:

$$\text{New Fee} = \frac{\text{Fee} \times \text{ENR}}{4847.04}$$

When:

Fee = \$810.00 per residential dwelling unit;

5.4¢ fee charge for residential lots less than 15,000 square foot of lot area;

\$810.00 minimum for commercial and Industrial property;

5.4¢ fee charge per square foot of lot area for commercial and industrial real property;

ENR = The most current Engineering News Record Construction Cost Index for Cleveland published at the time of adjustment.

4847.04 = 1984 Engineering News Record Construction Cost Index
for Cleveland, published in December, 1983.

The calculated new charges shall be rounded up to the nearest dollar amount.

Section 4.04 Fee Charge Payment. The fee charges as determined by this Chapter 4 may be paid at any time prior to the improvement of such real property but shall be paid prior to occupancy and as such is made a condition of the issuance of an occupancy permit.

Section 4.05 Additional Trunk Sanitary Sewer Charges. Upon construction of the trunk sanitary sewers, there shall be additional front foot charges and connection charges for same, to be set by the Board, to be charged against all adjoining real property which benefits from such improvements and which has frontage on said trunk sanitary sewer line. The additional charges shall be based upon the cost of an eight inch sanitary sewer and building lateral at the time of their construction. These additional charges shall also apply to all real property within the City which are encumbered with covenants running with the land requiring payment for sanitary sewers upon their installation and construction.

[END OF TITLE III]

SCHEDULE K

Capacity Fee Charges

(revised 1/11/17)

Trunk Sanitary Sewer Fee (Residential)		\$2,052.00
Trunk Sanitary Sewer Fee (Industrial/Commercial) (price reflects "per square foot" cost)		\$0.1369
8" Sanitary Front Foot Cost (price reflects "per front foot" cost)		\$72.18
Water Impact Fee	1/1/12	\$1,560.00
	1/1/13	\$1,770.00
	1/1/14	\$1,980.00
	1/1/15	\$2,190.00
	1/1/16	\$2,400.00
	1/1/17	\$2,475.00 **

**Indexed to Cleveland Construction Cost Index effective 1/1/17

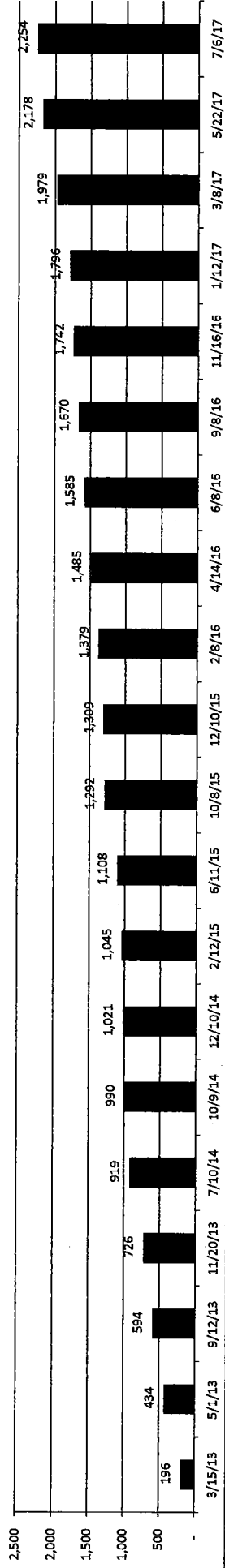
Sewer Lateral Program Summary

Date	3/15/13	5/1/13	9/12/13	11/20/13	7/10/14	10/9/14	12/10/14	2/12/15	10/8/15	12/10/15	2/8/16	4/14/16	6/8/16	9/8/16	11/16/16	1/12/17	3/8/17	5/22/17	7/6/17
Total Letters Sent	2,666	2,700	2,705	2,694	2,728	2,731	2,733	2,803	2,808	2,809	2,810	2,835	2,867	2,900	2,908	2,915	2,925	2,951	2,965
Total Inspections Made	196	434	594	726	919	990	1,021	1,045	1,108	1,292	1,379	1,485	1,585	1,670	1,742	1,796	1,979	2,178	2,254
Houses Separating Laterals	78	152	205	231	243	249	268	281	357	361	381	393	460	488	503	523	617	712	743
Problems - Need Correction	104	178	279	349	427	413	404	401	404	457	361	371	401	530	561	566	621	673	691

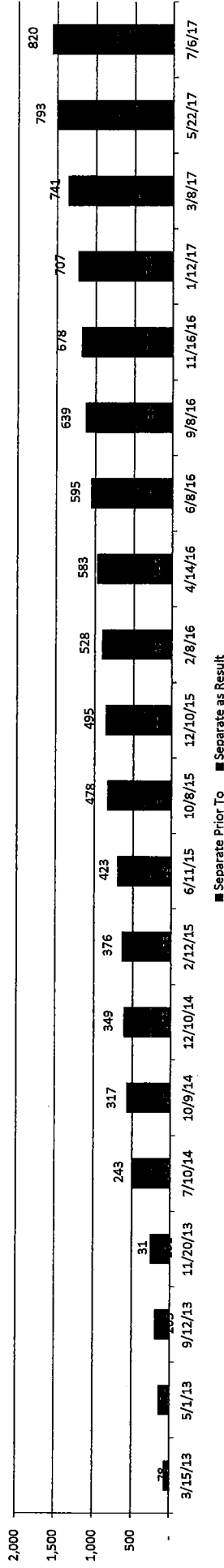
Homes with deadlines

Date	2/1/18	2/1/19	6/30/19
Total Letters Sent	2,173	334	400
Needing Inspections	530	41	140
Needing Correction (known)	453	122	116

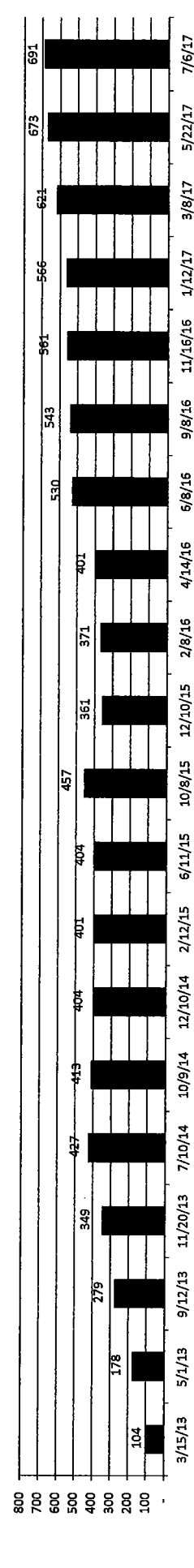
Total Inspections Made



No Further Action Needed



Problems Identified



Note: Dec '15 - Apr '16 data does not include homes with assumed tied in footers.