

Avon Lake Board of Municipal Utilities

**AGENDA**

For

**Tuesday**

**November 7, 2017**

**6:30 PM**

1. Call to Order
2. General Matters
  - A. Approve Minutes
  - B. Public Speakers (*3 minutes each*)
  - C. Correspondence
3. Expenditures
4. Informational Items
  - A. Reports/Updates
    - 1) Credit/Outstanding Balances
    - 2) Advocacy
    - 3) CUO Search
    - 4) Project Updates
    - 5) Lateral Updates
    - 6) CUE Report and Action Items
    - 7) Chairman/Committee/Member Reports
  - B. Miscellaneous
5. Public Speakers
6. Adjourn

Avon Lake Regional Water  
**MEMORANDUM**

To: **Board of Municipal Utilities**

From: **Todd Danielson & Steve Baytos**

Subject: **Agenda Items – November 7, 2017**

Date: **November 3, 2017**

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As a reminder, the CUE will not be at this meeting.

**Item 4A1: Credit/Outstanding Balances – TAD**

Currently, when a customer closes an account, if there is any remaining outstanding or credit balance, staff makes every effort to either collect it or provide the credit. However, there is a cost associated with this, and a number of other organizations have established a minimum outstanding balance or credit upon which the amount will not be pursued. At an upcoming meeting, staff may propose a policy regarding this.

**Item 4A2: Advocacy – TAD**

For years, executive staff has written letters to elected representatives for or against pending legislation or to regulators commenting upon draft regulations that have the potential to affect the organization and our customers. As digital communications increase the rate at which executive staff learn about legislation and other matters of interest, the level of advocacy has increased. Unless the Board specifically requests to be apprised of the advocacy executive staff undertakes on behalf of the organization, staff will continue to do so in order to best protect the interests of our customers.

**Item 4A3: CUO Search – TAD**

The CUE is finalizing the job posting for the CUO with our search consultant. The intention is to announce the search on Monday, November 20, 2017, and keep it open through Monday, January 8, 2018. A copy of it will be presented in the next Board package.

**Item 4A4: Project Updates – SCB**

*Water Tower:* The contractor is anticipating filling the tank and beginning the disinfection process during the week of November 13. The system should be operational before December.

*Water Plant:* Only one item remains outstanding (a meter install).

*Corrosion Control:* Phosphate addition continues. Water remains clear in the distribution system and turbidity levels remain stably within requirements, though higher than before the addition.

*ETL2 Pumps:* Power will be temporarily shut down to the station in order to connect to the pumps. We are targeting the beginning of December by which to have the new pumps running.

*Wastewater Plant:* Aeration is now fully operational and work continues on preliminary treatment (bar screens installed and building masonry is ongoing). Much of the asphalt has been laid in preparation for winter. Work is ongoing on two of the final clarifiers (currently out of service).

*Elyria Interconnection:* It was recently identified that sufficient line power is available to operate the station. Designs are being updated to reflect that.

**Item 4A5: Lateral Updates – TAD**

The lateral separation program continues to progress. As of November 3, 2017, letters have been sent to 3,006 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. (This number is down 7 from the previous week upon cleaning up the database.) To date, 2,507 (83%) have responded (up 36 since 10/12/17). Of the 2,507, 1,846 either have separated laterals or already had separated laterals and 661 either have problems or are believed to have problems. By extrapolation, approximately 1,000 (661+ ~67% of homes not inspected) may need to separate laterals.

As of November 3, 2017, 244 of the homes with the February 1, 2018, deadline have yet to respond and have their free inspection. It is anticipated, approximately 170 of these homes will need to separate, along with the 287 homes we know need to separate. Therefore, about 460 need to separate to comply with the February 2018 deadline. (Note, the Curtis homes now been removed from this number.)

The total executed Lateral Loan Program agreements are now at 200 (up 17 since October 12, 2017), with \$729,855 committed and \$246,295 paid to contractors so far. The average loan request is for approximately \$3,380. Customers began repaying loans following the December 2016 billing. Through receipts so far in the September 2017 billing, \$11,639 has been repaid.

**Item 4A6: CUE Report and Action Items – TAD**

The CUE is consulting with the Law Director to determine if staff should proceed in any different manner regarding the resident's complaint regarding a lateral separation mentioned at the last meeting.

The City Council has requested a management member of the union negotiation and a Board member to attend the Collective Committee Meeting on Monday, November 6 to help the Council understand the union agreement approved by the Board.

Below are responses to questions asked by the Board:

*Landlord/tenant loans:* Of the ~200 executed loans, staff only knows of four that are currently with landlords. We have reached out to them and have spoken with *The Press*, who will be running a piece November 8, 2017. Staff is in the process of going through our files to create a list of known landlord/tenant properties within the lateral separation areas and will provide notification to them once the list is compiled.

*Streets without storm sewers or resident access:* Public Works is scheduled to speak about this at the Next Sewer Committee meeting in order to determine a path forward.

*Elyria interconnection:* Staff is working with the assistant law director to split the lot and complete the purchase of the parcel, is expecting to receive 90% design documents from the consultant within the next month, and is working with Ohio EPA to provide them the required background information and loan documents necessary to provide funding. If all goes well,

bidding and project award should occur during the winter, with groundbreaking in April/May. The project should be operational by the end of 2018, with finalization occurring in 2019.

*Underground Asset Locator:* The Underground Asset Locator will be a new position within the organization and the fully-burdened cost (including benefits) will add at least \$62,000 to payroll expenses each year. However, the position will allow the Engineering Service Manager and the Distribution and Collection Manager to each shift approximately one hour of his day to something else, and we will be able to redirect approximately six hours of Distribution and Collection crew's time to other things. The effective efficiency increase is \$52,000/year. This will be realized by increased productivity and/or reduced overtime.

*Outside accounting:* As we continue to move forward to determine the most appropriate staffing structure, we will consider the potential for hiring outside accounting, either as an interim step or as a preventative to needing to create new positions.

Board of Municipal Utilities  
**Work Session Minutes**  
**October 17, 2017**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

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

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

Also present: Chief Utilities Executive Danielson, WPCO Manager Baytos, Community Outreach Specialist Arnold, Customer Service Clerk Farch, Mayor Zilka, and Councilmember Fenderbosch.

LORCO Executive Director Gene Toy presented an update regarding LORCO. He indicated that the Asset Transfer Agreement for Cinnamon Lake was executed October 2, 2017, and that will be a satellite system similar to Barrington Estates with Grafton. He also indicated there are several potential subdivisions moving forward within the existing service area including a 375-home subdivision currently named Eaton Crossing, a 36-home subdivision currently named Stone Creek, and a few others further into the future. Also, LORCO is trying to work with the County to connect Eaton Estates and Brentwood Village to LORCO's system

By year's end, LORCO will owe Avon Lake Regional Water \$6 million, if these projects move forward, LORCO should have the ability through tap fees to reduce outstanding debt to only \$2 million and would be much closer to the approximate breakeven number of accounts, which is estimated to be 2,800.

With the current growth in the system, LORCO requests reducing the current monthly operations payment they receive from \$13,500 to \$12,000 in 2018.

The work session adjourned at 6:40 PM.

Approved November 7, 2017

John G. Dzwonczyk, Chairman

Todd A. Danielson, Clerk

Board of Municipal Utilities  
**Regular Meeting Minutes**  
**October 17, 2017**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

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

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

Also present: CUE Danielson, WPCC Manager Baytos, Community Outreach Specialist Arnold, Customer Service Clerk Farch, Mayor Zilka, and Councilmember Fenderbosch.

***Approve Minutes***

Chairman Dzwonczyk presented the minutes of the October 3, 2017, regular meeting and with no changes, additions or corrections noted, ordered that the minutes stand and be distributed as presented.

***Public Speakers***

None.

***Correspondence***

CUE Danielson advised that a possible problem with a lateral separation was discovered this week when a resident was supposedly provided information from the Avon Lake Building Department unknown to Avon Lake Regional Water. Avon Lake Regional Water provides residents with any and all information on file and is limited to that information when conducting residential inspections. Avon Lake Regional Water is being told the information on file at the Building Department conflicted with Avon Lake Regional Water's and the resident is therefore disputing his contractor expenses. A meeting is being scheduled with Building officials to determine what records currently unknown to Avon Lake Regional Water are being held by other City departments which could be beneficial to the sewer lateral separation project. The matter will be presented to the Board and addressed more fully when all the facts are available.

***Expenditures***

Following review of expenses dated October 17, 2017, for funds and amounts as follows, Mr. Phillips moved, Mr. Rush seconded, that all be approved and paid per budget:

Water Fund 701	\$	236,605.69
Wastewater Fund 721	\$	135,343.71
MOR Fund 703	\$	186,044.61
MOR Fund 762	\$	405,217.46
LORCO Fund 749	\$	24,731.08

Waterworks Construction Fund 704	\$	102,738.91
Waterworks Construction Fund 724	\$	215,209.95
Lateral Loan Fund 765	\$	18,485.00

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

***Construction Inspector***

Based on his performance and to acknowledge the experience he has gained during his employment, staff requested the Board's consideration of a wage increase for Construction Inspector Ryan Webb. Mr. Webb was hired as a full-time, temporary employee in August 2015 and has proven his value to the separation projects. His supervisor therefore wants to encourage his continuing in that capacity at least through the 45s Combined Sewer Separation Project. Following discussion of the inspectors' employment status and terms, benefits, and wages, Mr. Rush moved, Mr. Rickey seconded, to set Ryan Webb's hourly wage at \$18.00/hour beginning with the pay period including November 1, 2017.

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

***Reports/Updates***

*Lateral Loan Program*

Copies of Lateral Loan Agreement Revision 14 were presented in response to the Board's request to better understand how landlord/tenant aspects fit within the overall context of the agreement. Mr. Phillips asked that the last sentence in Recitals D on page 1 be revised to include "in its sole discretion" following "the Board". Mr. Rickey questioned how each of these revisions affect previous signing borrowers and Avon Lake Regional Water. Mr. Phillips said that each borrower is bound by the wording in their agreement, and noted that this is an ongoing process and the Board can't ignore recognized improvements. Mr. Rickey asked that staff contact any owners that previously questioned this capability (i.e., landlord/tenant situations) and CUE Danielson said that notification of the program improvements will be made through community outreach.

*Streets without Storm Sewer Access*

CUE Danielson reported by copy of this evening's write-up that of the 25 known streets where residents do not have access to the storm sewer, two streets were addressed with the 2016 Mull-Norman project and Curtis will be addressed with that project next year. A list of the remaining 22 streets was presented for the Board information. A number of the streets were separated decades ago (often with a storm sewer constructed to capture roadside storm drainage exclusively) and others were never considered combination sewers (several are north of Lake Road and do not have more than shallow roadside drainage). Those never considered to have a combined sewer do not have an established separation deadline date. The Public Works department previously stated that it would work with customers individually on streets without storm sewer access in order to separate laterals; however recently determined that a more

holistic approach is warranted. Avon Lake Regional Water is supporting the Public Works department in its development of a plan that will be presented to the Sewer Committee in November. Updates on this issue, and possible recommendations for separation deadline extensions, will be made as warranted.

#### *Website Update*

Staff has authorized Avon Lake Regional Water's web designer to begin the process of redesigning and updating the website. The site has become cluttered and difficult to navigate since its last update seven years ago, and additionally has not been optimized for mobile devices. Staff will work closely with the web designer and create and update content in order to keep costs to a minimum.

#### *Project Updates*

WPCC Manager Baytos updated the following projects verbally and by copy of the write-up:

- ◆ *Water Tower:* The contractor is targeting an early November fill and is currently finishing piping and wiring.
- ◆ *Water Plant:* Working on the last item, a meter install.
- ◆ *Corrosion Control:* Phosphate addition is on-going. Water remains clear in the distribution system and turbidity levels remain stable, though higher at the 1 mg/L phosphate dosage. Staff is investigating changing the feed point and/or chemical.
- ◆ *ETL2 Pumps:* The pumps are installed, are being wired, and should be operational by November 15.
- ◆ *Wastewater Plant:* Alum, return activated sludge, and waste activated sludge pumps are officially started up. Fiber pull and final clarifiers will start this week, along with west aeration and the alum clarifier.
- ◆ *Elyria Interconnection:* Bidding documents are targeted to be issued near year's end, with the project being awarded in the spring. Substantial completion is expected by the end of 2018. Loan repayments will commence approximately 6-12 months following project completion.

#### *Lateral Updates*

Sewer lateral separation and loan program numbers were updated by this meeting's write-up.

#### *CUE Action Items*

The following responses to questions previously asked by the Board were presented by copy of this meeting's write-Up:

- ◆ *Sprint antenna on old Walker Road tower:* Review of the Clear Wireless, LLC (Sprint) agreement for the cell antenna on the current Walker Road tower proved an amendment necessary because the agreement specifically states the address. By moving the site, Clear Wire will thereby have an option to terminate. The CUE is working with the Zoning Administrator to establish the new tank as a wireless communications site.

#### *Chairman/Committee/Member Reports*

- ◆ Chairman Dzwonczyk reported that he, Mr. Rush and the CUE met with the recruiter regarding the CUO search.
- ◆ Mr. Rush reported that he attended the Human Resource Committee meeting last week and changes to the Civil Service rules regarding military service are being considered.



- ◆ Mr. Rickey said he attended the LORCO directors' meeting and that he is encouraged by the positive steps then reported.
- ◆ Mrs. Schnabel advised that the Tri-C training starts for all Avon Lake Regional Water staff members tomorrow with three sessions scheduled.

*CUE Report*

Staff completed the mailing of City Council's Resolution of Necessity sewer separation letters with the posting of The 45s letters today.

**Public Speakers**

None.

**Executive Session**

Mr. Rush moved, Mr. Phillips seconded, to meet in Executive Session as allowed by ORC 121.22 (G)(4) to discuss employee matters and as allowed by ORC 121.22 (G)(4) to discuss collective bargaining and to include the Chief Utilities Executive, the Wastewater Manager, and the Community Outreach Specialist in the discussion.

Ayes per roll call vote: Dzwonczyk, Phillips, Rickey, Rush, Schnabel

Nays: None

Motion carried.

The Board reconvened at 9:15 PM.

**Adjourn**

As there was no further business, Mr. Rush moved, Mrs. Schnabel seconded, that the meeting adjourn at 9:16 PM.

Ayes: Dzwonczyk, Phillips, Rickey, Rush, Schnabel

Nays: None

Motion carried.

Approved November 7, 2017

John G. Dzwonczyk, Chairman

Todd Danielson, Clerk

Board of Municipal Utilities  
**Special Meeting Minutes**  
**October 23, 2017**  
201 Miller Road  
Avon Lake, Ohio

***Call to Order – Roll Call***

The meeting was called to order at 5:30 PM.

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

Excused: Mr. Rush.

Also present: CUE Danielson.

***Executive Session***

Mr. Phillips moved, Mr. Rickey seconded, to meet in Executive Session as allowed by ORC 121.22 (G)(4) to discuss the tentative agreement between the United Steelworkers and Avon Lake Regional Water collective bargaining employees, and to include the Chief Utilities Executive in the discussion.

Ayes per roll call vote: Dzwonczyk, Phillips, Rickey, Schnabel

Nays: None

Motion carried.

The Board reconvened at 6:23 PM.

***Union Agreement***

Per the executive session discussion, Mr. Dzwonczyk moved, Mr. Phillips seconded, to approve the tentative agreement between The City of Avon Lake Board of Municipal Utilities and United Steelworkers Local 1-865 as presented.

Ayes: Dzwonczyk, Phillips, Rickey, Schnabel

Nays: None

Motion carried.

***Adjourn***

As there was no further business, Mr. Phillips moved, Mr. Rickey seconded, that the meeting adjourn at 6:25 PM.

Ayes: Dzwonczyk, Phillips, Rickey, Schnabel

Nays: None

Motion carried.

Approved November 7, 2017

John G. Dzwonczyk, Chairman

Todd Danielson, Clerk

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

November 7, 2017

Name	Amount	Memo	Account
1 Water Employees	\$ 55,840.70	Salaries P/R #22.100217-101517	701.180.000-51102-Salaries
2 Water Employees	\$ 54,609.28	Salaries P/R #23.101517-102917	701.180.000-51102-Salaries
3 Water Employees	\$ 3,078.78	PartTime P/R #22.100217-101517	701.180.000-51105-PartTime
4 Board of Municipal Utilities	\$ 1,541.67	Board Salaries - October 2017	701.180.000-51105-PartTime
5 Water Employees	\$ 2,991.00	PartTime P/R #23.101517-102917	701.180.000-51105-PartTime
6 Water Employees	\$ 2,410.83	OT Plant P/R #22.100217-101517	701.180.000-51106.101-OT Plant
7 Water Employees	\$ 6,312.80	Plant OT P/R #23.101517-102917	701.180.000-51106.101-OT Plant
8 Water Employees	\$ 2,101.29	OT Distrib P/R #22.100217-101517	701.180.000-51106.102-OT Dist
9 Water Employees	\$ 989.56	Distrib OT P/R #23.101517-102917	701.180.000-51106.102-OT Dist
10 Water Employees	\$ 1,012.79	OT Admin P/R #22.100217-101517	701.180.000-51106.103-OT Admin
11 Water Employees	\$ 1,196.76	Admin OT P/R #23.101517-102917	701.180.000-51106.103-OT Admin
12 Water Employees	\$ 84.00	Const OT P/R #23.101517-102917	701.180.000-51106.104-OT Constr
13 Medical Mutual	\$ (1,731.66)	Med Mut Emp Contribution P/R #22	701.180.000-52203-Hospital
14 Medical Mutual	\$ 1,756.20	Medical Mutual Opt-Out P/R #22	701.180.000-52203-Hospital
15 Medical Mutual	\$ 442.57	Medical Mutual Pmt.103117	701.180.000-52203-Hospital
16 Water Employees	\$ 15,993.75	Longevity P/R #22.100217-101517	701.180.000-52208-Longevity
17 Medicare	\$ 1,022.98	Medicare P/R #22.101517	701.180.000-52212-Medicare
18 Brass, Mike	\$ 40.00	4 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
19 Bruder, Bernard	\$ 50.00	5 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
20 Mosher, Gregory	\$ 70.00	7 Employee Meal Allowances-LS	701.180.000-52227-Meal Allow
21 American Water Works Assn	\$ 75.00	Operator Membership Fee-A.Sisson-LS	701.180.000-53500-Edu/Training
22 Danielson, Todd	\$ 278.63	Reimbursement-Conference Expenses-LS	701.180.000-53500-Edu/Training
23 Neofunds by Neopost	\$ 500.00	1/2-Postage for Meter-LS	701.180.000-53602-Office Supply
24 FedEx	\$ 83.58	Shipping Charges-LS	701.180.000-53602-Office Supply
25 FriendsOffice	\$ 45.04	Office Supplies-MW/KK	701.180.000-53602-Office Supply
26 Staples Advantage	\$ 80.26	1/2-Office Supplies-LS	701.180.000-53602-Office Supply
27 Uline	\$ 57.00	1/2-Reclosable Bags-MW	701.180.000-53602-Office Supply
28 Fuelman	\$ 441.11	1/2-Fuel for Vehicles.100917-102217	701.180.000-53604-Gasoline/Oil
29 Galco	\$ 383.92	Equipment Maintenance-GY	701.180.000-53607-Equip Maint
30 Avon Lake Sheet Metal Company	\$ 1,865.00	Equipment Maintenance-GY	701.180.000-53607-Equip Maint
31 BissNuss, Inc.	\$ 2,377.23	Equipment Maintenance-GY	701.180.000-53607-Equip Maint
32 USALCO	\$ 6,783.91	49.59 Tons Alum-GY	701.180.000-53611-Op.Supplies
33 ABC Equipment	\$ 67.27	Maintenance Supplies-RK/GY	701.180.000-53612.001-Plants
34 Active Plumbing Supply	\$ 217.23	1/2-Maintenance Supplies-RK	701.180.000-53612.001-Plants
35 E.M. Service	\$ 2,060.00	Maintenance Supplies-GY	701.180.000-53612.001-Plants
36 Grainger	\$ 486.78	Maintenance Supplies-GY	701.180.000-53612.001-Plants
37 Indy Equipment and Supply LLC	\$ 45.00	1/2-Maintenance Supplies-RK	701.180.000-53612.001-Plants
38 Kendera Enterprises, Inc.	\$ 2,010.50	Water Main Repairs-RK	701.180.000-53612.001-Plants
39 Newark Element 14	\$ 151.45	Maintenance Supplies-GY	701.180.000-53612.001-Plants
40 Trico Oxygen Company	\$ 75.72	1/2-Maintenance Gases@201Miller-RK	701.180.000-53612.001-Plants
41 Trico Oxygen Company	\$ 45.10	1/2-Maintenance Gases@201Miller-RK	701.180.000-53612.001-Plants
42 Trico Oxygen Company	\$ 34.80	Maintenance Gases@WaPlant-GY	701.180.000-53612.001-Plants
43 Core & Main	\$ 15,515.70	Water Distribution Supplies-RK	701.180.000-53612.002-Lines
44 Rock Pile	\$ 200.00	Topsoil for Water Break Repairs-RK	701.180.000-53612.002-Lines
45 Sherwin-Williams Co.	\$ 953.13	Paint/Supplies for Fire Hydrants-RK	701.180.000-53612.004-Other
46 Swift First Aid	\$ 41.38	1/2-Svc FirstAid Cabinets@201Miller-LS	701.180.000-53612.004-Other
47 Swift First Aid	\$ 59.30	Svc FirstAid Cabinets@WaPlant-LS	701.180.000-53612.004-Other
48 Westview Concrete Corp.	\$ 3,324.25	Concrete Repairs from Water Breaks-RK	701.180.000-53612.004-Other
49 Agilent Technologies	\$ 2,024.20	Lab Standard & Supplies-GY	701.180.000-53613-Lab Supplies
50 Alloway	\$ 320.00	Lab Samples-GY	701.180.000-53613-Lab Supplies
51 Hach Company	\$ 4,371.51	Lab Supplies-GY	701.180.000-53613-Lab Supplies
52 Scientific Methods, Inc.	\$ 470.00	Lab Sample Testing-GY	701.180.000-53613-Lab Supplies

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

November 7, 2017

53	Trico Oxygen Company	\$	40.60	Lab Gases@Water Plant-GY	701.180.000-53613-Lab Supplies
54	U.S. Bank Equipment Finance	\$	392.81	1/2-Lease Payment-Ricoh Copiers-TAD	701.180.000-53701.001-Leases
55	Complete Concrete	\$	350.00	Saw Cut Road for Water Line Repair-RK	701.180.000-53701.002-Other
56	CT Consultants	\$	2,028.50	AL Unidirectional Flushing Plan-TAD	701.180.000-53701.002-Other
57	NACWA	\$	2,270.00	2018 Membership Dues-TAD	701.180.000-53701.002-Other
58	SOS Integration Services	\$	700.00	SCADA Service@Water Plant-GY	701.180.000-53701.002-Other
59	Columbia Gas of Ohio	\$	114.29	Gas Svc@WaPlant.091817-101717-GY	701.180.000-53702.001-Plants
60	Columbia Gas of Ohio	\$	28.78	Gas Svc@WTP Lab.091817-101717-GY	701.180.000-53702.002-Bldgs
61	Columbia Gas of Ohio	\$	117.03	<u>GasSvc@WTPGarage.091817-101717-GY</u>	701.180.000-53702.002-Bldgs
62	Columbia Gas of Ohio	\$	36.69	Gas Svc@WTP Aux.091817-101717-GY	701.180.000-53702.002-Bldgs
63	Columbia Gas of Ohio	\$	28.25	Gas Svc@WTP-SIP.091817-101717-GY	701.180.000-53702.002-Bldgs
64	Columbia Gas of Ohio	\$	132.82	Gas Svc@201Miller.092617-102517-TAD	701.180.000-53702.002-Bldgs
65	Engie Resources	\$	4,089.92	Elect@SIP-Bldg.091217-100917-TAD	701.180.000-53703.002-Bldgs
66	Engie Resources	\$	7,436.22	Elect@SIP-PS.091217-100917-TAD	701.180.000-53703.002-Bldgs
67	Engie Resources	\$	695.78	Elect@201Miller.091217-101017-TAD	701.180.000-53703.002-Bldgs
68	Illuminating Company	\$	3,814.95	Elect@SIP-Bldg.091217-100917-GY	701.180.000-53703.002-Bldgs
69	Illuminating Company	\$	619.89	Elect@201Miller.091217-101017-TAD	701.180.000-53703.002-Bldgs
70	Avon Lake Regional Water	\$	12,637.62	Water Used from ETL1-July 2017-TAD	701.180.000-53704-Water Used
71	Spectrum Business	\$	135.00	1/2-Internet Svc@201Miller.101417-111317-TAD	701.180.000-53705-Communication
72	Irrigation Sales & Service, LLC.	\$	75.00	1/2-TurnOff/Winterize Sprinklers@201Miller-RK	701.180.000-53708-Bldg Maint
73	Jani-King of Cleveland	\$	322.50	1/2-Cleaning Svc@201Miller-Nov. 2017-TAD	701.180.000-53708-Bldg Maint
74	Lawn Tech	\$	124.42	1/2-Fall Treatment-Bushes/Trees@210Miller-TAD	701.180.000-53708-Bldg Maint
75	Lawn Tech	\$	135.98	1/2-Fertilize Lawn@201Miller-TAD	701.180.000-53708-Bldg Maint
76	Maximum Elevator & Safety Test	\$	549.00	Annual Elevator Pressure Test-GY	701.180.000-53708-Bldg Maint
77	Lighting Supply Company	\$	318.75	Building Maintenance-GY	701.180.000-53708.001-Plants
78	Speed Exterminating Company	\$	30.00	1/2-Exterminating Svc@201Miller-Oct.2017-TAD	701.180.000-53708.001-Plants
79	Cleveland Vicon Co., Inc.	\$	1,692.00	1/2-Electronic Door Locks-RK	701.180.000-53708.003-Other
80	Burgess & Niple	\$	11,916.00	Elyria Interconnection.082017-093017-TAD	701.180.000-53806-Eng. Fees
81	Arnold, Cheryl	\$	440.04	Reimburse-Expenses & Mileage-LS	701.180.000-53901-Refunds
82	Cummings, Molly	\$	20.35	Refund Credit Balance on Account-LS	701.180.000-53901-Refunds
83	Marron, Michael	\$	15.06	Refund Credit Balance on Account-LS	701.180.000-53901-Refunds
84	Calfee, Halter & Griswold LLP	\$	2,764.00	1/2-Legal Fees-September 2017-TAD	701.180.000-53907.002-Legal Fee
			<u>\$ 249,329.55</u>		

**Avon Lake Regional Water**  
**WASTEWATER FUND 721 EXPENSES**  
November 7, 2017

Name	Amount	Memo	Account
1 Wastewater Employees	\$ 49,964.32	Salaries P/R #22.100217-101517	721.190.000-51102-Salaries
2 Wastewater Employees	\$ 50,639.31	Salaries P/R #23.101517-102917	721.190.000-51102-Salaries
3 Wastewater Employees	\$ 3,662.75	PartTime P/R #22.100217-101517	721.190.000-51105-PartTime
4 Board of Municipal Utilities	\$ 1,541.66	Board Salaries - October 2017	721.190.000-51105-PartTime
5 Wastewater Employees	\$ 3,346.50	PartTime P/R #23.101517-102917	721.190.000-51105-PartTime
6 Wastewater Employees	\$ 179.04	OT Plant P/R #22.100217-101517	721.190.000-51106.101-OT Plant
7 Wastewater Employees	\$ 1,752.47	Plant OT P/R #23.101517-102917	721.190.000-51106.101-OT Plant
8 Wastewater Employees	\$ 419.85	OT Distrib P/R #22.100217-101517	721.190.000-51106.102-OT Distr
9 Wastewater Employees	\$ 440.84	Distrib OT P/R #23.101517-102917	721.190.000-51106.102-OT Distr
10 Wastewater Employees	\$ 726.00	OT Admin P/R #22.100217-101517	721.190.000-51106.103-OT Admin
11 Wastewater Employees	\$ 880.00	Admin OT P/R #23.101517-102917	721.190.000-51106.103-OT Admin
12 Wastewater Employees	\$ 94.88	OT Constr P/R #22.100217-101517	721.190.000-51106.104-OT Constr
13 Wastewater Employees	\$ 399.27	OT Office P/R #22.100217-101517	721.190.000-51106.104-OT Constr
14 Wastewater Employees	\$ 258.76	Constr OT P/R #23.101517-102917	721.190.000-51106.104-OT Constr
15 Wastewater Employees	\$ 360.98	Office OT P/R #23.101517-102917	721.190.000-51106.105-Office
16 Medical Mutual	\$ (1,731.66)	Med Mut Emp Contribution P/R #22	721.190.000-52203-Hospital
17 Medical Mutual	\$ 2,634.30	Medical Mutual Opt-Out P/R #22	721.190.000-52203-Hospital
18 Medical Mutual	\$ 450.99	Medical Mutual Pmt.103117	721.190.000-52203-Hospital
19 Wastewater Employees	\$ 9,968.75	Longevity P/R #22.100217-101517	721.190.000-52208-Longevity
20 Medicare	\$ 965.37	Medicare P/R #22.101517	721.190.000-52212-Medicare
21 Fischer, Will	\$ 10.00	1 Employee Meal Allowance-LS	721.190.000-52227-Meal Allow
22 Spinks, Joshua	\$ 20.00	2 Employee Meal Allowances-LS	721.190.000-52227-Meal Allow
23 Dillon, Timothy	\$ 20.00	2 Employee Meal Allowances-LS	721.190.000-52227-Meal Allow
24 Pijor, Jeremy	\$ 10.00	1 Employee Meal Allowance-LS	721.190.000-52227-Meal Allow
25 Operator Training Committee of OH	\$ 130.00	OTCO Courses for J.Spinks-LS	721.190.000-53500-Training
26 Neofunds by Neopost	\$ 500.00	1/2-Postage for Meter-LS	721.190.000-53602-Office Supply
27 Avon Lake Printing	\$ 270.00	Information Door Hangers for 45 Pjt-CMA	721.190.000-53602-Office Supply
28 FriendsOffice	\$ 130.78	Office Supplies-MW/KK	721.190.000-53602-Office Supply
29 Staples Advantage	\$ 80.27	1/2-Office Supplies-LS	721.190.000-53602-Office Supply
30 Uline	\$ 57.01	1/2-Reclosable Bags-MW	721.190.000-53602-Office Supply
31 Fuelman	\$ 441.11	1/2-Fuel for Vehicles.100917-102217	721.190.000-53604-Gasoline/Oil
32 ABC Equipment	\$ 63.59	Maintenance Supplies-RK/SB	721.190.000-53612.001-Plants
33 Active Plumbing Supply	\$ 217.25	1/2-Maintenance Supplies-RK	721.190.000-53612.001-Plants
34 Indy Equipment and Supply LLC	\$ 45.00	1/2-Maintenance Supplies-RK	721.190.000-53612.001-Plants
35 McMaster-Carr Supply Company	\$ 994.22	Maintenance Supplies-SB	721.190.000-53612.001-Plants
36 Trico Oxygen Company	\$ 75.73	1/2-Maintenance Gases@201Miller-RK	721.190.000-53612.001-Plants
37 Trico Oxygen Company	\$ 45.10	1/2-Maintenance Gases@201Miller-RK	721.190.000-53612.001-Plants
38 Trico Oxygen Company	\$ 34.20	Maintenance Gases@WPCC-SB	721.190.000-53612.001-Plants
39 United Laboratories	\$ 2,771.84	Maintenance Supplies-SB	721.190.000-53612.001-Plants
40 Harold Archer & Sons, Inc.	\$ 1,625.78	99.08 Tons Stone-RK	721.190.000-53612.002-Lines
41 Swift First Aid	\$ 41.37	1/2-Svc FirstAid Cabinets@201Miller-LS	721.190.000-53612.004-Other
42 Swift First Aid	\$ 33.70	Svc FirstAid Cabinets@WPCC-LS	721.190.000-53612.004-Other
43 EnviroScience Inc.	\$ 1,595.00	Bioassay Testing-SB	721.190.000-53613-Lab Supplies
44 Hach Company	\$ 2,009.31	Lab Supplies-SB	721.190.000-53613-Lab Supplies
45 Jones & Henry Laboratories, Inc.	\$ 1,726.00	Annual Priority Pollutants-SB	721.190.000-53613-Lab Supplies
46 U.S. Bank Equipment Finance	\$ 392.81	1/2-Lease Payment on 2 Ricoh Copiers-TAD	721.190.000-53701.001-Lease
47 Illuminating Company	\$ 6,381.34	Relocate Pole on Waterbury-RRE	721.190.000-53701.002-Other
48 Lescher Tree Care	\$ 700.00	Tree Removal@Westwinds/Lake-JRG	721.190.000-53701.002-Other
49 Pro Oncall Technologies	\$ 491.26	Telephone Service@WPCC-SB	721.190.000-53701.002-Other
50 Solar Testing Laboratories, Inc.	\$ 110.00	Cylinder Pickup Trip Charge@WPCC-TAD	721.190.000-53701.002-Other
51 Williams Scotsman, Inc.	\$ 141.60	Container Rental@WPCC.102117-112017-SB	721.190.000-53701.002-Other
52 Columbia Gas of Ohio	\$ 492.84	Gas Svc@WPCC.081817-091817-SB	721.190.000-53702.001-Plants
53 Interstate Gas Supply, Inc.	\$ 208.05	Gas Service@WPCC-Sept.2017-SB	721.190.000-53702.001-Plants
54 Columbia Gas of Ohio	\$ 28.25	Gas Svc@32789 Lake.091817-101717-RK	721.190.000-53702.003-PumpSta

**Avon Lake Regional Water**  
**WASTEWATER FUND 721 EXPENSES**  
 November 7, 2017

55	Columbia Gas of Ohio	\$	29.76	GasSvc@100Woodbridge.092817-102717-RK	721.190.000-53702.003-PumpSta
56	Columbia Gas of Ohio	\$	30.28	GasSvc@671Bridgeside.092817-102717-RK	721.190.000-53702.003-PumpSta
57	Engie Resources	\$	17,144.96	Elect@WPCC.080917-100917-TAD	721.190.000-53703.001-Plants
58	Illuminating Company	\$	15,115.75	Elect@WPCC.080917-100917-SB	721.190.000-53703.001-Plants
59	Engie Resources	\$	75.43	Elect@31900Lake.090817-100517-TAD	721.190.000-53703.003-PumpSta
60	Engie Resources	\$	694.00	Elect@32789Lake.090817-100917-TAD	721.190.000-53703.003-PumpSta
61	Engie Resources	\$	14.09	Elect@671Bridgeside.090717-100517-TAD	721.190.000-53703.003-PumpSta
62	Engie Resources	\$	31.56	Elect@641Lear.090817-100517-TAD	721.190.000-53703.003-PumpSta
63	Engie Resources	\$	27.10	Elect@Woodbridge.090717-100517-TAD	721.190.000-53703.003-PumpSta
64	Spectrum Business	\$	134.99	1/2-InternetSvc@201Miller.101417-111317-TAD	721.190.000-53705-Communication
65	Spectrum Business	\$	249.64	Internet/Phone Svc@WPCC.102217-112117-SB	721.190.000-53705-Communication
66	Irrigation Sales & Service, LLC.	\$	75.00	1/2-TurnOff/Winterize Sprinklers@201Miller-RK	721.190.000-53708-Bldg Maint
67	Jani-King of Cleveland	\$	322.50	1/2-Cleaning Svc@201Miller-Nov. 2017-TAD	721.190.000-53708-Bldg Maint
68	Lawn Tech	\$	124.43	1/2-Fall Treatment-Bushes/Trees@210Miller-TAD	721.190.000-53708-Bldg Maint
69	Lawn Tech	\$	135.97	1/2-Fertilize Lawn@201Miller-TAD	721.190.000-53708-Bldg Maint
70	Speed Exterminating Company	\$	30.00	1/2-Exterminating Svc@201Miller-Oct.2017-TAD	721.190.000-53708.001-BldgMaint
71	Cleveland Vicon Co., Inc.	\$	1,692.00	1/2-Electronic Door Locks-RK	721.190.000-53708.003-Other
72	Brown & Caldwell	\$	4,221.71	Collection Evaluation System.082517-092817-TAD	721.190.000-53806-Eng.Fees
73	Cummings, Molly	\$	61.05	Refund Credit Balance on Account-LS	721.190.000-53901-Refunds
74	Marron, Michael	\$	35.15	Refund Credit Balance on Account-LS	721.190.000-53901-Refunds
75	Calfee, Halter & Griswold LLP	\$	2,764.00	1/2-Legal Fees-September 2017-TAD	721.190.000-53907.002-LegalFees
			<u>\$ 191,857.16</u>		

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

November 7, 2017

<u>Name</u>	<u>Amount</u>	<u>Memo</u>	<u>Account</u>
1 Illuminating Company	\$ 9,969.46	Elect@Moore P.S.091217-101117-TAD	703.180.000-53703.003-Electric
2 Engie Resources	\$ 9,784.58	Elect@Moore P.S.091217-101117-TAD	703.180.000-53703.003-Electric
3 Engie Resources	\$ 2.37	Elect@Lear/Chsnt.090617-100417-TAD	703.180.000-53703.003-Electric
4 Engie Resources	\$ 13.02	Elect@Butternut/Root.090217-100317-TAD	703.180.000-53703.004-Electric
5 Engie Resources	\$ 18.27	Elect@Lear/Mills.090717-100617-TAD	703.180.000-53703.004-Electric
6 Engie Resources	\$ 2.82	Elect@Lear/US20.090617-100517-TAD	703.180.000-53703.004-Electric
7 Engie Resources	\$ 31.46	Elect@Root/Sprag.090117-100417-TAD	703.180.000-53703.004-Electric
	<u><b>\$ 19,821.98</b></u>		

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

November 7, 2017

<u>Name</u>	<u>Amount</u>	<u>Memo</u>	<u>Account</u>
1 Alloway	\$ 525.00	Lab Samples-GY	762.180.000-53701.002-Contr Svc
2 Illuminating Company	\$ 3,807.00	Elect@Moore P.S.091217-101117-TAD	762.180.000-53703.003-PumpSta
3 Engie Resources	\$ 8,986.65	Elect@Moore P.S.091217-101117-TAD	762.180.000-53703.003-PumpSta
4 Engie Resources	\$ 7,402.83	Elect@Island P.S.090117-100317-TAD	762.180.000-53703.003-PumpSta
5 Illuminating Company	\$ 66.42	Elect@Detroit.091317-101117-TAD	762.180.000-53703.004-Other
6 Engie Resources	\$ 22.89	Elect@Detroit.091317-101117-TAD	762.180.000-53703.004-Other
7 Engie Resources	\$ 9.36	Elect@Barres.090717-100517-TAD	762.180.000-53703.004-Other
8 Engie Resources	\$ 9.60	Elect@CenterRidge.090217-100417-TAD	762.180.000-53703.004-Other
	<u><u>\$ 20,829.75</u></u>		



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

November 7, 2017

Name	Amount	Memo	Account
1 Medicare	\$ 18.13	Medicare P/R #21.100117	749.190.000-52212-Medicare
2 Autobody Products, Inc.	\$ 115.41	Equipment Maintenance-RK	749.190.000-53607-Equip Maint
3 Covalen	\$ 4,980.00	Grinder Pump-RK	749.190.000-53612.004-Other
4 Covalen	\$ 5,671.32	Grinder Pump Repair Parts-RK	749.190.000-53612.004-Other
5 RLCWA	\$ 51.72	Water Used@TriPlex.09017-100317-TAD	749.190.000-53701.002-Other
6 RLCWA	\$ 85.32	Water Used@FourPlex.090117-100317-TAD	749.190.000-53701.002-Other
7 Underground Utilities Inc.	\$ 6,453.00	Grinder Pump Road Bore@10901HawkeRd-JRG	749.190.000-53701.002-Other
8 Engie Resources	\$ 58.88	Elect@TriPlex.090217-100317-TAD	749.190.000-53703.001-Plants
9 Engie Resources	\$ 263.36	Elect@FourPlex.090117-092917-TAD	749.190.000-53703.001-Plants
10 Illuminating Company	\$ 60.54	Elect@33678Walker.091317-101217-TAD	749.190.000-53703.002-Bldgs
11 Engie Resources	\$ 4.61	Elect@33678Walker.091317-101217-TAD	749.190.000-53703.002-Bldgs
12 Engie Resources	\$ 6.82	Elect@12169AvonBelden.090117-100217-TAD	749.190.000-53703.003-PumpSta
13 Engie Resources	\$ 10.29	Elect@12901AvonBelden.090117-100217-TAD	749.190.000-53703.003-PumpSta
14 Engie Resources	\$ 18.34	Elect@33930Cooley.090117-100217-TAD	749.190.000-53703.003-PumpSta
15 Engie Resources	\$ 9.37	Elect@36780Giles.083117-092917-TAD	749.190.000-53703.003-PumpSta
16 Engie Resources	\$ 4.77	Elect@10920Hawke.090217-100517-TAD	749.190.000-53703.003-PumpSta
17 Engie Resources	\$ 18.80	Elect@10301Reed.090217-100417-TAD	749.190.000-53703.003-PumpSta
18 Frontier	\$ 53.67	Telephone Svd@FourPlex.102517-112417-TAD	749.190.000-53705-Communication
19 Felts, David	\$ 1,007.72	Refund Duplicate Assesment-Acct#2050590-TAD	749.190.000-53901-Refunds/Reimb
20 Kovach, Richard	\$ 314.89	Refund Cr Balance on Account-TAD	749.190.000-53901-Refunds/Reimb
	<u>\$ 19,206.96</u>		

**Avon Lake Regional Water**  
**LATERAL LOAN FUND 765 EXPENSES**  
November 7, 2017

<u>Name</u>	<u>Amount</u>	<u>Memo</u>	<u>Account</u>
1 Heczko Landscape & Construction, LLC.	\$ 3,700.00	Lateral Loan Program - 129 Beachdale-TAD	765.190.000-53701-ContractorPmt
2 Concrete & More, Inc.	\$ 3,000.00	Lateral Loan Program - 111 Beachdale-TAD	765.190.000-53701-ContractorPmt
3 Concrete & More, Inc.	\$ 3,500.00	Lateral Loan Program - 240 Jaycox-TAD	765.190.000-53701-ContractorPmt
4 David Frey Plumbing, LLC	\$ 3,600.00	Lateral Loan Program - 247 Inwood - TAD	765.190.000-53701-ContractorPmt
5 Heczko Landscape & Construction, LLC.	\$ 4,000.00	Lateral Loan Program - 159 Glenview-TAD	765.190.000-53701-ContractorPmt
6 Padin, Jose Aviles	\$ 4,000.00	Lateral Loan Program - 396 Avon Belden-TAD	765.190.000-53701-ContractorPmt
7 Weeden Waterproofing Inc.	\$ 4,000.00	Lateral Loan Program-195 Beck-TAD	765.190.000-53701-ContractorPmt
	<u>\$ 25,800.00</u>		

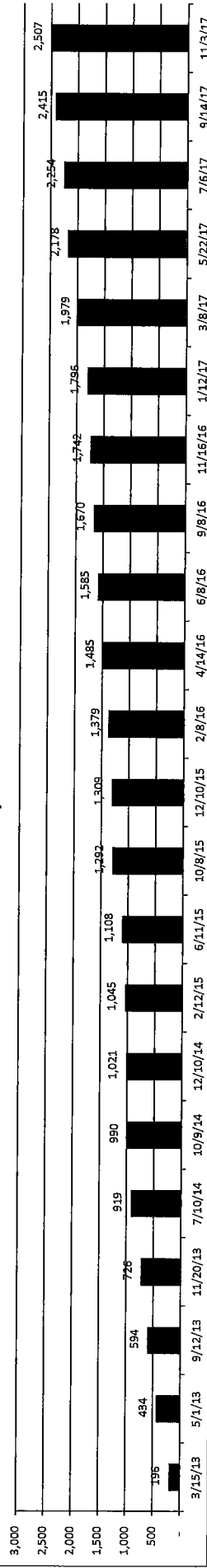
# Sewer Lateral Program Summary

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	6/11/15	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	9/14/17	11/3/17
Total Letters Sent	2,666	2,700	2,705	2,684	2,728	2,731	2,733	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	2,979	3,006
Total Inspections Made	196	434	594	726	919	990	1,021	1,045	1,108	1,292	1,309	1,379	1,485	1,585	1,670	1,742	1,796	1,979	2,178	2,254	2,415	2,507
Houses Separating Laterals				31	243	317	349	423	478	495	528	583	595	639	689	741	793	820	820	820	820	844
Houses w/ No Further Action Needed	78	152	205	231	249	260	268	288	281	357	351	381	393	460	488	503	523	517	523	517	523	561
Problems - Need Correction	104	178	279	349	427	413	404	401	404	457	361	371	401	401	530	543	561	621	673	691	687	661

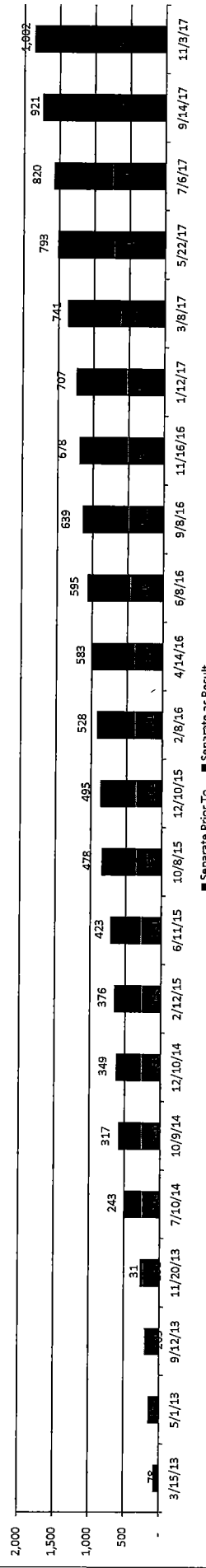
**Homes with deadlines**

Total Letters Sent	2/1/18	2/1/19	6/30/19
Needing Inspections	1,614	835	451
Needing Correction (known)	255	27	106
	315	98	140

## Total Inspections Made

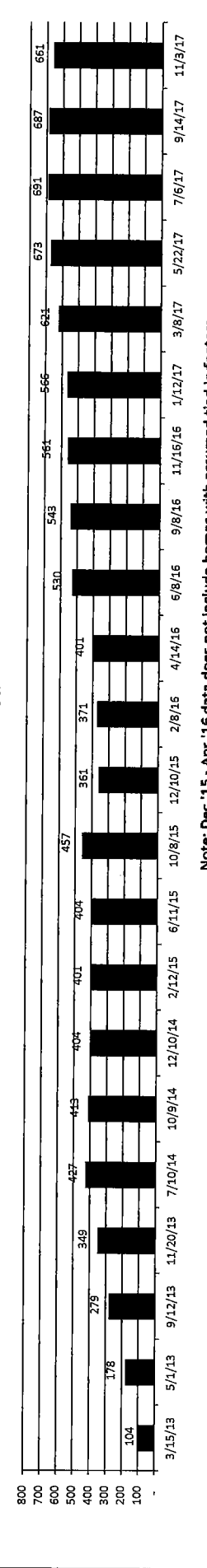


## No Further Action Needed



■ Separate Prior To ■ Separate as Result

## Problems Identified



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