

MINUTES
NORTHEAST OHIO REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
JUNE 5, 2025

A Regular Meeting of the Board of Trustees of the Northeast Ohio Regional Sewer District (NEORS) was called to order at 12:30 p.m. by Darnell Brown.

I. Roll Call

Present: Darnell Brown
Ronald Sulik
Timothy DeGeeter
Jack Bacci
Samuel Alai
Sharon Dumas
Marjorie Chambers

The Secretary informed the President that a quorum was in attendance.

II. Approval of Minutes

MOTION – Mayor Bacci moved, and Ms. Chambers seconded, to approve the Minutes of the May 15, 2025 Board Meeting. Without objection, the motion carried unanimously.

III. Public Session

There were no items.

IV. Chief Executive Officer's Report

Kyle Dreyfuss-Wells, Chief Executive Officer, informed the Board that on June 2nd NEORS hosted Ohio EPA Director John Logue and Ohio EPA Chief Community Officer for the Northeast District David Emerman. Director Logue and Mr. Emerman joined NEORS staff at the Westerly Wastewater Treatment Center for a rooftop tour of the construction of the Chemically Enhanced High-Rate Treatment Facility, which was hosted by Travis Pitts Superintendent of Plants. The tour continued to the Westerly Tunnel Dewatering Pump Station, where Jarrod Lewis, Manager of Sewer System Maintenance and Operation, explained the 36 million gallon per day remote operated wet well pump station and support building. The tour concluded at the Westside Market permeable paver parking lot which was constructed with funds received from a NEORS Green Infrastructure Grant. That portion of the tour was led by Jessica Cotton Funding Programs Administrator. On the way back to the Westerly WWTC, the group passed INTRO Cleveland which also received a Green Infrastructure Grant for a green roof, underground infiltration, pervious pavers, and street tree

planters. Ms. Dreyfuss-Wells provided a photo of the tour group and explained that it was Director Logue's first tour in his new capacity as Ohio EPA Director. Director Logue was very complimentary about the experience. Ms. Dreyfuss-Wells provided a list of the names of NEORSD staff participants and thanked them for their efforts.

On May 20th through 22nd John Gonzalez Senior Manager of Communications participated in the keynote address for the 2025 Government Social Media Conference in Orlando, Florida. The event unites government communications professionals across local, state, and federal agencies to share tools and strategies to connect with employees and customers in an increasingly fragmented communications field. Mr. Gonzalez and his colleagues addressed 13,000 attendees that were in-person and virtually in their keynote address. Afterward, Mr. Gonzalez answered specific questions for nearly an hour.

Ms. Dreyfuss-Wells shared a photo that NEORSD received from a customer of the Chippewa Creek Flood Reduction project site area in Broadview Heights and North Royalton. The project restored over 1,200 linear feet of Chippewa Creek and daylighted 325 feet of culverted stream, as well as increased stormwater storage locally and regionally. This was a disruptive project as it was performed in a residential neighborhood. The photograph was captioned "This is what the NEORSD project in our neighborhood looked like this afternoon. It's become the most beautiful part of our daily walks. It's kinda cool to watch how it controls flooding. Thanks to you and all the NEORSD Team that got it done". Ms. Dreyfuss-Wells expressed appreciation to the Cities of Broadview Heights and North Royalton for their partnership in completing the project.

Mayor Alai commented that Broadview Heights City Hall did not receive a single call or complaint about the project and thanked NEORSD and its contractors for their work on the project.

Ms. Dreyfuss-Wells thanked NEORSD's Veterans Employee Resource Group for hosting the Memorial Day ceremonies again this year. Each year the group organizes ceremonies at each of the wastewater treatment facilities as well as EMSC and GJM. The group is made up of veterans and non-veterans from across NEORSD and includes representatives from each branch of service. NEORSD invited veterans from the American Legion Post 572 whose honors included a 21-gun salute at both the Southerly WWTC and EMSC.

Action Items

Authorization to Advertise

Resolution No. 111-25

Authorization to publish notice calling for bids, in accordance with Ohio Revised Code Section 6119.10, for the Sludge Cake Storage Bin #3 Interior Restoration project, with an estimated probable construction cost of \$100,000.00.

Resolution No. 112-25 Authorization to publish notice calling for bids, in accordance with Ohio Revised Code Section 6119.10, for the purchase of a liquid chromatograph tandem mass spectrometer to perform laboratory analyses of domestic and industrial wastewater samples, with an estimated probable cost of \$600,000.00, using infrastructure investment and jobs act principal forgiveness funding from Ohio EPA, resulting in no cost to the District.

MOTION – Mayor Alai moved, and Ms. Chambers seconded to adopt Resolution Nos. 111-25 through 112-25. Without objection, the motion carried unanimously.

Authorization to Issue Request for Proposal (RFP)

Resolution No. 113-25 Authorization to issue an RFP, in accordance with Ohio Revised Code Chapter 6119, for professional services to develop a compliance plan and validate the District’s public-facing web content and mobile application platforms under the Accessibility of Web Information and Services project.

Resolution No. 114-25 Authorization to issue an RFP, in accordance with Ohio Revised Code Chapter 6119, to implement the 2026 Green Infrastructure Grant Program for the Combined Sewer Area.

MOTION – Ms. Chambers moved, and Mr. Sulik seconded to adopt Resolution Nos. 113-25 through 114-25. Without objection, the motion carried unanimously.

Authorization to Purchase

Resolution No. 115-25 Authorization to purchase as-needed replacement parts used in Moyno equipment repairs at all District wastewater treatment plants and collection systems, from sole source supplier Schultz Fluid Handling, in a total amount not-to-exceed \$300,000.00.

Resolution No. 116-25 Authorization to purchase a three-year enterprise agreement with Dell Marketing LLP, under the State of Ohio Cooperative Purchasing Program, for Microsoft Office 365 license subscriptions, and Windows and SQL Server software maintenance, for the period July 1, 2025 through June 30, 2028, in an amount not-to-exceed \$1,462,000.00, including a \$45,000.00 general allowance.

Resolution No. 117-25 Authorization to renew annual software license, maintenance and support services from sole source vendor NEXGEN Asset Management for the District's NEXGEN AM software, for a term beginning July 1, 2025 through June 30, 2026, in an amount not-to-exceed \$184,170.00.

MOTION – Mr. Sulik moved, and Mayor Bacci seconded to adopt Resolution Nos. 115-25 through 117-25. Without objection, the motion carried unanimously.

Authorization to Enter Into Agreement

Resolution No. 118-25 Authorization to enter into a professional services agreement with Janco Service Industries for janitorial services at the George J. McMonagle Administration Building, Environmental and Maintenance Services Center, and Fleet Services facilities, for a two-year period, in an amount not-to-exceed \$736,885.44.

MOTION – Ms. Dumas moved, and Mayor Bacci seconded to adopt Resolution No. 118-25. Without objection, the motion carried unanimously.

Authorization to Enter Into Contract

Resolution No. 119-25 Authorization to enter into contracts with AIG Group, Travelers Group, Berkley National Insurance Company, Arch Insurance Group, Inc., Talbot Specialty Insurance Services, Inc., and Markel for their respective portions of the District's operational insurance program for the period July 1, 2025 through June 30, 2027 for excess workers' compensation coverage, and July 1, 2025 through June 30, 2026 for all other coverages, as presented, in a total amount for all contracts combined not-to-exceed \$1,593,617.00, including a \$70,000.00 general allowance.

Resolution No. 120-25 Authorization to enter into a two-year requirement contract with Ohio Bulk Transfer Co., Inc. for the excavation, removal and hauling of up to 66,000 tons of biosolids incinerator ash from the Southerly Wastewater Treatment Center in an amount not-to-exceed \$1,591,417.30.

Resolution No. 121-25 Authorization to enter into a contract with sole source vendor Ohio Machinery Co. dba Ohio CAT for the purchase and installation of Caterpillar original equipment manufacturer control panels and radiators for Caterpillar standby generators at all

wastewater treatments plants, pump stations, George J. McMonagle Administration Building, and Environmental & Maintenance Services Center, in a total amount not-to-exceed \$1,300,000.00.

Resolution No. 122-25 Authorization to enter into a public improvement contract with The Murphy Contracting Co. for the Westerly Administration Building Elevator Modernization project in an amount not-to-exceed \$585,800.00.

MOTION – Mayor Alai moved, and Ms. Dumas seconded to adopt Resolution Nos. 119-25 through 122-25. After the following discussion, without objection, the motion carried unanimously.

President Brown requested an explanation of any changes to insurance under Resolution No. 119-25. Ken Duplay, Chief Financial Officer, invited Shola Ojo, Manager of Finance and Compliance, to summarize the insurance renewals.

Mr. Ojo explained that NEORSD's renewal period is from July 1st to June 30th, with the exception of workers' compensation, which is through 2027. Pursuant to Resolution No. 38-24, NEORSD works with its insurance broker Willis Towers Watson (WTW) to manage the insurance program. There are various activities performed throughout the year, including application and data collection, cost renewal approval and payment, and audit activities. Additionally, NEORSD and WTW staff perform site visits to ensure safety and fire prevention, as well as continuous claim monitoring.

Mr. Ojo provided slides demonstrating the main types of coverages that NEORSD carries, which includes property insurance, cyber insurance, crime insurance, and excess workers' compensation coverage in addition to excess workers' compensation coverage. The casualty insurance includes public entity management liability for the Board and Executive Officers; business auto; and commercial liability. Ms. Dreyfuss-Wells asked Mr. Ojo to further explain the business auto coverage. Mr. Ojo explained that NEORSD has a Fleet Services Department which manages NEORSD's 50 to 60 vehicles. Any time there is an incident the auto coverage will become active.

Mr. Ojo provided a slide demonstrating premium cost changes and explained that business auto had the most significant increase due to market conditions and increase in the cost of fixing damage to vehicles. The property insurance premium saw a decrease from \$760,000 last year to \$685,000 this year. Cyber insurance premiums had no change.

Mr. Ojo showed a slide demonstrating all of the various insurance coverages and explained that NEORSD is well covered and working with WTW to continue mitigating risks.

President Brown thanked Mr. Ojo and noted that there seems to be adequate coverage and a slight decrease in costs overall, which is positive.

President Brown asked, regarding Resolution No. 121-25, for additional information about the expected useful life of the associated machinery. Frank Foley, Director of Operation and Maintenance, explained that the generators are approaching 20 years in age. The components that NEORSD is looking to replace are at or near the end of their useful lives. The generators have very low hours for how long they have been in place. The average at the Southerly WWTC is approximately 650 hours of run time. They are used in the case of power failures and for the demand response programs. With proper maintenance and the occasional capital investment, it is not unreasonable to expect the generators to last an additional 10 to 30 years. New generators cost approximately \$2 million, making proper maintenance a good investment.

Authorization to Amend Agreement

Resolution No. 123-25 Authorization to Amend Design-Build Agreement No. 24008877 with Cold Harbor Building Co. for the EMSC Laboratory Air Handling Unit Replacement project to incorporate a Guaranteed Maximum Price of \$3,228,536.60 necessary for the construction portion of the project, thereby bringing the total agreement amount not-to-exceed \$3,504,296.70.

MOTION – Mr. Sulik moved, and Ms. Chambers seconded to adopt Resolution No. 123-25. After the following discussion, without objection, the motion carried unanimously.

President Brown requested additional information regarding the design-build agreement. Robin Rupe, Director of Engineering and Construction, explained that this project will replace the air handling unit at EMSC, which provides heating and cooling for the laboratory. NEORSD chose a design-build process in order to expedite and replace the equipment before a failure occurred. The current request will allow for the completion of the design phase and the start of the construction and installation of the new units.

While there have been quotes received for the project in order to have accurate estimates, formal bidding will take place, and the project will be completed within the limits of the authorized contract. Initially, there was a third-party that assisted in estimating costs and those findings are directly in line with the cost estimate from the contractor.

Authorization to Close Out Public Improvement Contract

Resolution No. 124-25 Authorizing the Final Adjusting Change Order to close out Public Improvement Contract No. 24004911 with Triad Engineering & Contracting Co. for the Kingsbury Branch A Repair project, to decrease the contract amount by \$633,981.84, thereby bringing the total contract amount to \$2,814,928.16.

Resolution No. 125-25 Authorizing the Final Adjusting Change Order to close out Public Improvement Contract No. 24003944 with Fabrizi Trucking & Paving for the Baldwin Creek Bonny Banks Basin Improvements project, to decrease the contract amount by \$206,349.89, thereby bringing the total contract amount to \$2,274,870.43.

MOTION – Mayor Bacci moved, and Mr. Sulik seconded to adopt Resolution Nos. 124-25 through 125-25. Without objection, the motion carried unanimously.

Authorization to Adopt Revised Records Retention Schedule

Resolution No. 126-25 Authorization to adopt a revised records retention schedule for the District, substantially as presented, and to authorize the submission of such Revised Records Retention Schedule to the Ohio History Connection and the Ohio Auditor of State for approval.

MOTION – Ms. Dumas moved, and Mayor Bacci seconded to adopt Resolution No. 126-25. Without objection, the motion carried unanimously.

Authorization to Adopt 2026 Operating and Capital Budgets

Resolution No. 127-25 Adopting the operating and capital budgets for fiscal year 2026, as presented.

MOTION – Mayor Alai moved, and Ms. Chambers seconded to adopt Resolution No. 127-25. After the following discussion, without objection, the motion carried unanimously.

President Brown inquired as to the deadline to approve the budget. Mr. Duplay explained that there is a requirement to pass the operating budget for the following year by July of the previous year. This allows NEORS D to operate through March when the Board normally approves the budget. The numbers in this resolution are from the current ten-year plan for 2026 and the usual budget process will begin in the fall to finalize the true 2026 budget.

V. Information Items

President Brown advised that the Chief Legal Officer Report for the period January through May 2025 was contained within the meeting materials and any questions should be directed to the Chief Legal Officer.

Ms. Rupe provided the May status update for the Capital Improvement Program beginning with cashflow. Spending for the seven largest projects is slightly lower than expected for May, in part because the update would normally be provided at the second meeting of the month when the numbers are more formalized.

As for Key Performance Indicators (KPIs), the Southerly Secondary Effluent Capacity Improvements project contract was closed within 95% of the original contract amount meeting that KPI. The Business Opportunity Program (BOP) goal and the engineer's estimate also met their KPIs. The work orders by change categories as a percentage of construction was 2.24%, the majority of which was due to differing site conditions.

The Easterly PLC Replacement Project contract was closed within 95% of the original contract amount, meeting that KPI. The KPI for BOP goal of 15% for W/MBE was exceeded at 36%. The work orders by change categories as percentage of construction was 2.32%, due to design errors and omissions, differing site conditions, owner requested changes and emergency work.

Ms. Rupe provided a construction update regarding the Westerly Chemically Enhanced High-Rate Treatment Project, which is a Consent Decree project, the purpose of which is to provide chemically enhanced preliminary treatment and high-rate disinfection for up to 411 million gallons of water during extreme weather events while also avoiding impacts to CSO-069 at Edgewater Beach. The project required temporary closure of Whiskey Island Drive to install piping. NEORSD created a new entrance to the WWTC and relocated employee parking to accommodate for the improvements required for this project. There has been a temporary reduction in wet weather treatment compared to the previous CSTOF facility during this construction period. Construction began in April of 2022 and will reach final completion in September of 2026.

Ms. Rupe provided arial photographs of the project site and explained that the project has affected 10 different locations at the WWTC. Ms. Rupe also provided a 3D rendering of the new facilities and equipment that will be installed under the project.

Precautions were taken during the design and construction to ensure the quality of the discharge to the lake as well as the WWTC were protected to ensure once construction is complete, there are many options for flow to travel through the facility. This allows staff the most flexibility to control flow and provide maximum treatment before discharging to the lake.

Ms. Rupe broke the project out into three steps and provided photographs of the various phases of construction, beginning with the relocated entrance, an easement that was acquired, the installation of critical effluent flow conduit, road closures, and the relocation of the employee parking in 2022 and 2023. Ms. Rupe provided photographs from 2024 demonstrating the progress to that point. This was followed by a photograph from 2025 illustrating a new control building and its equipment, new tanks, and control structure. Work is currently being performed on the

remainder of the chemical feed systems and will begin commissioning and start up later this year. Substantial completion of the project is anticipated to be achieved in February 2026.

Mohan Kurup, Director of Information Technology, provided the IT update for June 2025, beginning with internally nominated projects, which increased from 17 in 2024 to 45 in 2025. This was not an attainable number of projects. Accordingly, 13 projects were identified that could be delayed until 2026.

Mr. Kurup provided summaries of some of the projects that IT is undertaking this year. The Paymentus Implementation Project is an electronic billing interface to allow customers to make payments via credit card, debit card, or bank transfer, rather than only by paper check. Benefits include customer convenience, reducing the risk of checks being lost in the mail, better accuracy, and reduced paper.

The Customer Move In and Move Out Application was built by Hari Cherukuri, Oracle Applications Developer, by using APEX, which is a free tool from Oracle to automate the process of adding customers to the service area and removing them when they move out. It is currently a time-consuming manual process. This application will automate some of the billing calculations and creation of invoicing credits in EBS and will generate static information about customer numbers in the service area. The application is currently in the testing environment and expected to go live soon.

Contractors are required to provide NEORSD with a certificate of insurance in case something happens during a project. Tracking the certificates manually is cumbersome, as NEORSD works with hundreds of vendors. IT is working to create a database to automatically prompt when a certificate needs to be renewed.

The Cherwell program serves as the backbone to the IT Department inasmuch as it supports the Help Desk, service management, asset management including hardware and software, and prompts to renew licensing. The program is being discontinued late in 2026. The IT Department is working to find a replacement this year and execute implementation next year. This is a significant undertaking, as it is highly customized software that manages workflows and approvals for the Department. The project is led by Allan Velez, Senior Manager IT Service Delivery.

NEORSD last updated its Intranet in 2019. IT has gathered key stakeholders from various departments to survey NEORSD staff as to what improvements can be made to be more intuitive in helping staff locate the internal resources they might need.

The IT Department is working to build an outward facing portal for member communities to access and upload data related to the Watershed Programs various community grant programs in real time.

There are ongoing efforts to improve customer interfaces for direct billed industrial customers, as well as efforts to take water leak reporting from a manual paper process to web-based.

The Pretreatment Information Management System that is relied upon by WQIS will no longer be supported by the end of 2026. IT is working with the laboratory and has identified the replacement product and will move forward with implementation.

The Internal Audit Diligent HighBond risk management software implantation is ongoing with a new module being added this year.

Mr. Kurup provided an update regarding the It Department's Diversity Equity and Inclusion (DEI) activities. Francis Cung, Manager of Data Governance, serves on NEORS D's DEI Advisory Committee. NEORS D recently formed the Asian Employee Resource Group, sponsored by Jeremy Short, Director of Human Resources, and supported by IT. The IT Department also assists with the Utility Assistance Resource Fairs to provide technical support. Additionally, IT continues its work with Trinity High School wherein the students are provided internship opportunities to gain exposure to the various aspects of IT by shadowing teams and managers within the Department. Allen Velez oversees the program and interfaces with the educators and staff at Trinity High School to provide student progress updates.

As for the daily IT support provided, there have been 5,329 Help Desk service tickets received as of May 8, 2025, which is on track to exceed the service requests received in 2024. In addition to the enhancements and fixes provided, IT is also responsible for change management in the production systems, which requires various approvers and detailed tracking logs for audit purposes.

The customer satisfaction surveys exceeded the departmental KPI at a rating of 4.8 out of 5.

VI. Open Session

President Brown reminded the Board that it is the time of year for nomination and election of officers to the Board of Trustees and asked Mr. Sulik, Mayor Bacci, and Ms. Chambers to serve as the Committee for Nominations.

VII. Public Session (any subject matter)

There were no items.

VIII. Executive Session

Mayor Bacci, pursuant to Ohio Revised Code Section 121.22(G)(3), moved, and Mayor DeGeeter seconded, to enter into executive session to consult with District legal counsel concerning disputes involving the District that are subject of pending and immanent court action. By roll call vote, the Board voted unanimously to enter into executive session at 1:31 p.m.

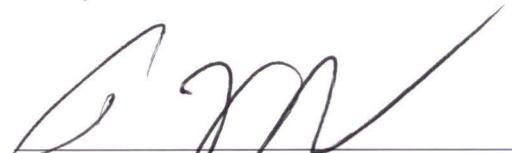
The Board returned to open session at 1:51 p.m.

IX. Approval of Items from Executive Session

There were no items.

X. Adjournment

MOTION – President Brown stated business having been concluded, he would entertain a motion to adjourn. Mayor Bacci moved, and Ms. Dumas seconded the motion to adjourn at 1:53 p.m. Without objection, the motion carried unanimously.



Timothy J. DeGeeter, Secretary
Board of Trustees
Northeast Ohio Regional Sewer District



Darnell Brown, President
Board of Trustees
Northeast Ohio Regional Sewer District