

**PERU UTILITIES
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF
FEBRUARY 21, 2018**

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, on Wednesday, February 21, 2018. Mr. Akers called the meeting to order at 4:00 p.m. pursuant to notice as required by law. The following Board members were present: S. Akers, M. Costin, G. Ward, M. Burnell and J. Edwards. Others present, D. Kern, J. Chance, B. Tillett, L. Starkey, S. Hines, B. Zartman, J. Beisiegel, L. France, N. Parkman, and T. Alley-City Council Liaison.

1.) APPROVAL OF BOARD MINUTES OF FEBRUARY 7, 2018:

Mr. Ward moved to accept the minutes of February 7, Board meeting. Mrs. Edwards seconded the motion. The motion carried.

2.) PAYMENT OF CLAIMS:

Ms. Costin moved to approve the claims as presented. Mrs. Edwards seconded the motion and the motion carried.

3.) NEXT REGULAR MEETING:

The next regular meeting will be held Wednesday, March 7, 2018, at 4:00 p.m. in the Utility Service Boardroom.

4.) PUBLIC COMMENT: None

5.) OLD BUSINESS:

A.) APPROVAL OF POLICY 1-2018, FOR TEMPORARY LIGHT AND RESTRICTED DUTY ASSIGNMENTS:

The Board tabled Policy 1-2018 at the previous meeting until Attorney Dustin Kern could compare it to the City's policy. Mr. Chance had e-mailed other external light duty policies specific and non-specific to the Board for their review. He reviewed them with the Board and explained the reasoning for including non-work related injuries in the first proposed policy. He passed out a revision to the first proposed policy that will allow restrictions due to work-related illness or injury instead of the original language, which was temporary work, related restrictions due to an illness or injury. Mr. Chance explained that if an employee has an off the job injury we try to accommodate them if we have work to do. He stated that our worker's compensation insurance is requiring us to have a policy. Mr. Chance said we should have a policy in place that is compatible with our insurance provider.

Mrs. Edwards made a motion to approve Policy 1-2018, Temporary Light and Restricted Duty Assignments that include both work-related and non-specific parameters. Mr. Burnell seconded the motion and the motion carried.

6.) NEW BUSINESS:

A.) APPROVAL OF DISBURSEMENT REQUESTS FOR PERU WATER UPGRADES:

Mr. Chance stated that disbursement requests were received today and as of yet have not been reviewed by Mr. Beisiegel. Invoices have to be approved by staff prior to Board approval. Mr. Chance stated that in order to make the process smooth, we have asked Wessler to provide disbursement requests at the monthly progress meeting the first Thursday of each month. That way we can present them on a monthly basis for Board approval. Mr. Chance requested that the “Approval of Disbursement Requests for Peru Water Upgrades” be removed from the agenda.

Ms. Costin made the motion to remove “Approval of Disbursement Requests for Peru Water Upgrades” from the agenda. Mrs. Edwards seconded the motion. The motion carried.

B.) APPROVAL OF REVISED POLICY 1-2003; PROHIBITING SEXUAL HARASSMENT:

Mr. Chance stated that the current policy is short and vague and that Dr. Gornto had assisted to create a new policy to ensure that we are federally compliant. Dr. Gornto is putting together a design, delivery, and assessments for our Sexual Harassment Training/Testing. The new policy will require a 30-minute training session for all employees and a two-hour training session every two years for all managers. This policy will allow us to take the necessary steps to ensure that the matter gets prompt attention should one occur.

Mrs. Edwards made a motion to approve the revised Sexual Harassment Policy 1-2003. Mr. Ward seconded the motion and the motion carried.

7.) CITY ADMINISTRATION UPDATE: None

8.) CITY ATTORNEY’S UPDATE: None

9.) MANAGER’S REPORT:

LEADERSHIP TRAINING:

Mr. Chance has gotten positive feedback on the training from the managers and he appreciated staff’s participation in the problem-solving discussions.

JOB POSTING:

With Leah Starkey’s upcoming retirement, the Office/Finance Manager’s position was recently posted. We had one internal applicant; Joyce Clark. She was interviewed on Monday and was offered the job on Tuesday. April 9, Joyce Clark will begin her new duties as Office/Finance Manager. Joyce holds an Associate’s Degree in Accounting from Manchester College as well as a Bachelor Degree in Business Information Systems and Accounting from Wesleyan University. Mr. Chance said Joyce is very qualified for

the job and has proven repeatedly how valuable she is to Peru Utilities; Mrs. Starkey highly recommends her.

PENDING LAWSUIT:

Mr. Chance reported that there is a lawsuit pending against the city with regard to asbestos exposure. Attorney Dustin Kern explained that an employee who was hired by a private contractor in 1960 to work in the power plant has claimed that he has contracted an asbestos-related disease. The lawsuit claim is for \$50,000 against the City and he noted that there are several other businesses in the same situation. Because it is not a federal lawsuit and has been filed in Illinois, he cannot represent the case. He will turn it over to the City's insurance company who will have one of their attorneys represent us.

HEALTH INSURANCE:

Mr. Chance had met with the Mayor and the Clerk-Treasurer last week after Tuesday's City Department Head meeting, and the Mayor asked if it would be beneficial for the City and Peru Utilities to have combined health insurance coverage. The City had received a proposal from AIM Medical Trust which stated they could potentially save Peru Utilities money if we combined with the City's health care plan. AIM had said they could not insure the city employees without the utility employees included because we share the same tax ID number. Mr. Chance noted he is willing to explore all available options, but felt that our current self-funded plan is a good design, which helps to control our healthcare costs. Mr. Chance wants to ensure that any health insurance agreement entered into will maintain Peru Utilities present standard. He is more than willing to work with the City, but wants to keep our current level of coverage and services maintained. Peru Utilities is grandfathered under the original health care laws and has been enrolled in a self-funded employee health care insurance plan since 2003. Mr. Chance stated that our Insurance Committee will engage in a due diligence assessment to determine if such proposed plan is suitable for Peru Utilities. He said that we owe it to our employees to get the best health care plan and save the company money. Because we are grandfathered under the original health care laws, we are exempted from some requirements of the Affordable Care Act. Attorney Dustin Kern inquired if the city employees could be added to our self-funded plan. Mr. Chance noted that Peru Utilities would lose grandfather status if we reclassified with the City.

TRANSMISSION/DISTRIBUTION OPEN POSITION:

We have received several more resumes, but we have not interviewed anyone at this time. The industry site postings published mid-February; we have received two internal candidates, and six outside resumes.

POWER PLANT DEMOLITION:

National Salvage was on site today performing their stormwater inspection; they are still following through with their requirements. Because of wet weather conditions, it is difficult to know if they will resume work as scheduled March 1, Deichman Excavating hopes to begin work March 5.

FEBRUARY 21, 2018 – Cont'd.

There being no further business to bring before the Board, Mr. Ward made a motion to adjourn. Ms. Costin seconded the motion. The meeting adjourned.

Geoff Ward, Secretary Peru Utilities Service Board