

**PERU UTILITIES  
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF  
JANUARY 22, 2020**

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, on Wednesday, January 22, 2020. 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, R. Donoho, C. McKinney, and J. Edwards. Others present Attorney D. Kern, J. Chance, B. Tillett, L. France, J. Beisiegel, J. Clark, B. Zartman and B. Hall.

**1.) APPROVAL OF BOARD MINUTES OF JANUARY 8, 2020:**

*Ms. Costin moved that the minutes of January 8, 2020, be approved. Mrs. Edwards seconded the motion. The motion passed with Mr. Akers, Ms. Costin, Mr. Donoho and Mrs. Edwards voting in favor. Mr. McKinney abstained from voting due to his recent appointment.*

**2.) PAYMENT OF CLAIMS:**

*Mrs. Edwards moved to approve the claims as presented. Mr. Donoho seconded the motion, the motion passed. The motion passed unanimously.*

**3.) NEXT REGULAR MEETING:**

The next regular meeting will be held Wednesday, February 5, 2020, at 4:00 p.m. in the Utility Service Boardroom.

**4.) PUBLIC COMMENT: None**

**5.) OLD BUSINESS: None**

**6.) NEW BUSINESS:**

**A.) CONSIDERATION FOR BIDDING OBSOLETE OFFICE FURNITURE:**

Mr. Chance asked permission to dispose of eight metal desks that have sustained wear and tear over many years of service. We have replaced these desks with Smart desks, which, are ergonomically designed. The new desks are about half the cost of what it would be to replace an exact copy of the old desks. Mr. Chance asked the Board's permission to bid them internally and if nobody wants them, to donate or scrap them out.

*Mr. Donoho made a motion to approve bidding the desks out and disposing of or donating any items left over from the bid process. Mr. McKinney seconded the motion, the motion passed unanimously.*

**B.) APPROVE TRUCK PURCHASE FOR THE DIVISION OF WATER MANAGEMENT:**

Mr. Chance reviewed Randy Kline's memo in regards to replacing Truck #353. Grissom Wastewater had budgeted \$40,000 for the replacement of Truck #353 for the

Grissom Wastewater Division to carry equipment, and tools to various job sites. Mr. Chance explained that vehicle #353 is a fourteen-year-old, two-wheel-drive van, which has seen a lot of use. Specifications were mailed to O’Daniel Motor Sales, Grissom Chrysler, Paul-Richard, and Peru Ford for quotes. The following quotes were obtained.

O’Daniel Motor Sales	2020 Ram 1500 Classic ST Crew Cab 4 x 4	\$27,017.25
Grissom Chrysler	2020 Ram 1500 Classic St Crew Cab 4 x 4	\$28,488.00
Paul-Richard GM Center	2020 Chevy Silverado 1500 DBL Cab 4 x 4	\$30,793.95
Peru Ford	2019 Ford F150 XL Crew Cab 4 x 4	\$33,668.00

Mr. Chance stated that the difference left from the \$40,000 allotment for the new vehicle would be applied in the purchase of add-ons such as toolboxes and safety lighting totaling between \$800 - \$1,000, which will permit us to remain under budget with the purchase. The old van will eventually be bid internally with a \$1,000 minimum. Mr. Chance asked that the Board accept Randy Kline’s recommendation to accept the low bid from O’Daniel Motor Sales for \$27,017.25 for Truck #353 and then internally bidding the used van starting at \$1,000 minimum,

*Mrs. Edwards made a motion to approve the bid of \$27,017.25 from O’Daniel Motor Sales for the replacement of Truck #353, approve adding additional features to the new truck, and to bid out the old van internally with \$1,000 minimum. Ms. Costin seconded the motion, the motion passed unanimously.*

**C.) APPROVE TRUCK PURCHASE FOR TECHNICAL SERVICES:**

Mr. Chance received Brett Zartman’s memo regarding replacing truck #159 2008 Ford Ranger, which is twelve years old and has 93,000 miles. Technical Services had budgeted \$35,000 for the replacement of truck #159. We received two trade-in values for the Ford Ranger, which are above Kelly Blue Book. Specifications were mailed to the following vendors for quotes and the following quotes were received for the replacement of Truck #159.

O’Daniel Motor Sales	2019 Dodge Ram 1500	\$23,335.25
Bob Schwarz Ford	2019 Ford F 150	\$25,140.00
Grissom Chrysler	2020 Dodge Ram 1500	\$25,118.25
Paul Richard GM	2020 Silverado 1500	\$25,746.00

Mr. Chance recommended the Board accept the low bid from O’Daniel Motor sales for \$23,335.25, allowing the following trade-in of Truck #159 for \$5,000.00 that will make the final cost of the new vehicle \$18,338.25.

*Mr. Donoho made a motion to accept the bid of \$23,335.25, minus the trade-in value of \$5,000.00 from O’Daniel Motor Sales for a 2019 Dodge Ram 1500, making the final cost of the new vehicle \$18,338.25. Mr. McKinney seconded the motion, the motion passed unanimously.*

**7.) CITY ADMINISTRATION UPDATE: None**

**8.) CITY ATTORNEY’S UPDATE:**

Attorney Dustin Kern gave the Board members a draft complaint about a breach of Contract with Clawson Communications for their review. He asked that the Board give Mr. Chance permission to sign the document on behalf of Peru Utilities. The Board agreed that Mr. Chance sign the Clawson Communications, Inc., Verified Complaint about Breach of Contract.

**9.) MANAGER’S REPORT:**

**CHANGE BILL COMPANY:**

We are planning to switch our billing company from DataProse to InfoSend, which will give us a savings of 46% over what we were paying to DataProse. This will be a two-year contract subject to approval from the State Board of Accounts.

**OFFICE OF COMMUNITY & RURAL AFFAIRS (OCRA GRANT):**

Mr. Chance said it was unfortunate we did not receive the OCRA Grant. We still have the option of applying for the next round of grants; however, we have no way of knowing if we would be successful. That option could end up costing us way more in interest when the State Revolving Fund (SRF) Loan is completed. He said unless the Board had some objection he will move forward immediately with the SRF financing in order to hopefully catch a lower interest rate and meet the timeline for the financing established in March 2020.

**GRISSOM WATER PROJECT TIMELINE:**

- Met with Wessler today, 90% Engineering Completed No Changes After 1/24/20
- Final Bid Documents January 29
- Legal Advertisement for Bids, January 30 & February 12
- Addendums & Concerns - Cutoff is February 19
- Open bids February 21
- February 26 Review Bids with Baker Tilley & Finalize
- Ice Miller has completed the Bond Ordinance, No Comments Back Yet, Closing Date March 30

**ARIZONA ISOTOPE:**

Mr. Chance reported that staff is working with Arizona Isotope in order to facilitate their long-term needs and build a good working relationship.

**2019 DIVISION OF WATER MANAGEMENT ACCOMPLISHMENTS:**

Mr. Chance gave the Board an in-depth summary of the Division of Water Management (DWM) 2019 accomplishments as follows:

**DWM Combined**

- Performed more than 8,500 tests at Peru WWTP Laboratory. (TSS, E. coli, Phosphorus, etc.)
- Responded to 2,500 locate tickets
- Commissioned and reviewed ROV inspections of all water towers, and Clearwell at Grissom
- Raised 17 valve boxes, 19 manholes, 1-meter pit, and rebuilt 3 manholes and 8 catch basins to accommodate city paving projects
- Re-roofed 2 Peru Wastewater, and 2 Peru Drinking water buildings
- Worked with an engineer to obtain all permits required for river crossing project
- Performed 87 digs
- Repaired 18 main breaks
- Steve Hines and Max David retired

**Peru Drinking Water**

- Treated 618 million gallons of water
- Removed 49 lead services for a total of 1339 feet of lead pipe. (more than ¼ mile)
- Passed lead tests (144 total tests)
- Had well #6 rebuilt and cleaned
- Installed 14 commercial meters requiring line shutdowns or digs including 8 new meters at Bobtail
- Installed 400 residential water meters live (water spraying everywhere)
- Exercised 450 valves in the system
- Painted detention tank

**Peru Wastewater**

- Treated 2.1 billion gallons of sewage
- Removed 890,000 pounds of solids from the wastewater
- Repaired a secondary clarifier
- Repaired 2 return activated sludge pumps
- Land applied 1,000,000 gallons of sludge
- Passed Whole Effluent Toxicity test
- Lined 9 manholes to eliminate infiltration and extend the life of the structures

**Grissom Drinking Water**

- Treated 238 million gallons of water

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- Commissioned cost of service study and capital improvement plan / PER for water plant project.
- Reviewed preliminary project drawings for the water plant project
- Had well #4 rebuilt and cleaned

**Grissom Wastewater**

- Treated 384 million gallons of sewage
- Removed 713,800 pounds of solids from the wastewater
- Installed VFD controls for Lift Station 802
- Land applied 800,000 gallons of sludge
- Passed Whole Effluent Toxicity test
- Renewed NPDES permit for WWTP
- Lined 2600 feet of sanitary sewer to reduce infiltration and improve performance of the system

**Peru Stormwater**

- Installed 190 feet of new stormwater pipe to separate rainwater from sewage
- Distributed stormwater coloring books to all 2<sup>nd</sup>-grade students in Peru
- Performed a watershed demonstration during 4<sup>th</sup> grade agriculture Day to approximately 300 students
- Distributed 1000 calendars in cooperation with Peru High School Art Department
- Organized 2 Detrash the Wabash events with 127 total participants. 17 cubic yards of trash was removed from the riverbanks

**10.) ADJOURNMENT:**

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

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Mary Costin, Secretary Peru Utilities Service Board