

**PERU UTILITIES
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF
SEPTEMBER 2, 2020**

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, and virtually through video conferencing via Zoom, on Wednesday, September 2, 2020. Chairperson M. Costin called the meeting to order at 4:00 p.m. pursuant to notice as required by law. The following Board members attended M. Costin, J. Edwards, and R. Donoho. Board member C. McKinney attended virtually. Absent D. Van Baalen. Others present Mayor Miles Hewitt, City Attorney Dustin Kern, J. Chance, B. Tillett, J. Beisiegel, B. Zartman, and L. France.

1.) APPROVE BOARD MINUTES OF AUGUST 19, 2020:

Mr. Donoho moved that the minutes of August 19, 2020, be approved. Mr. McKinney seconded the motion. Mrs. Edwards abstained as she was absent from that meeting. The motion passed 4-0.

2.) PAYMENT OF CLAIMS:

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

3.) NEXT REGULAR MEETING:

The next regular meeting will be held on-site Wednesday, September 16, 2020, at 4:00 p.m. in the Team Teaching Room and virtually through Zoom video conferencing. The link to join the meeting will be advertised in the Peru Tribune before the meeting date.

4.) PUBLIC COMMENT: None

5.) OLD BUSINESS:

AZI STATUS UPDATE:

Mr. McKinney inquired as to the current progress on the AZI Project. Mr. Chance stated that we are still waiting on AZI's contractor to remove their construction trailer. The main transformer has been hooked up, but the secondary switch still needs to be connected for redundancy.

6.) NEW BUSINESS:

A.) DESTRUCTION OF OLD RECORDS:

Mrs. Edwards made a motion to authorize the destruction of obsolete records. Mr. Donoho seconded the motion and the motion passed unanimously.

B.) APPROVE BAD DEBT WRITE-OFFS JANUARY 1, 2020 THROUGH MARCH 31, 2020:

	<u>Peru</u>	<u>Grissom</u>	<u>Total</u>
Electric	\$18,198.93		\$18,198.93
Water	3,058.29	2,649.20	5,708.48
Wastewater	964.46	9.00	973.46
Stormwater	31.83		31.83
Trash	107.47		107.47
Total	\$22,631.97	\$2,658.20	\$25,020.17

The bad debt write-offs January 1, 2020 – March 31, 2019, were reviewed and Mr. Chance requested permission to write-off the delinquent accounts January 1, 2020, through March 31, 2020, for \$25,020.17. YTD 2019 Bad Debt/Write off Recoveries as of 3/31/20 was \$9,502.15.

Mrs. Edwards made a motion to grant permission to write-off the delinquent accounts January 1, 2020, through March 31, 2020, for \$25,020.17. Mr. Donoho seconded the motion. The motion passed unanimously.

C.) APPROVE SRF DISBURSEMENT REQUEST #15 FOR THE GRISSOM WATER SYSTEM IMPROVEMENTS:

The Board considered the following SRF disbursement request #15 for the Grissom Water System Improvements.

Disbursement #15, Wessler Engineering, for professional services for the period of 7/1/20 – 7/31/20, for \$21,005.04.

Mr. Donoho made a motion to approve Disbursement Request #15 to Wessler Engineering for the Grissom Water System Improvements for \$21,005.04. Mr. McKinney seconded the motion. The motion passed unanimously.

7.) CITY ADMINISTRATION UPDATE:

Mayor Miles Hewitt reported that planning is underway for the new YMCA to be built along the Wabash River (on old former CSX yard), which will be part of the Riverview Landing Community Improvement Project. The total area includes 40 acres of former railroad property the city acquired in 2017. The city is also looking to develop 30 of the acres in multi-dwelling homes and a 45-unit assisted living facility. He also noted that the city would be extending the Nickle Plate Trail from Kelly Avenue to the Canal Street walkway behind the Peru Event Center.

8.) CITY ATTORNEY’S UPDATE:

Attorney Dustin Kern reported that Clawson Communications have put an offer on the table to settle our dispute. Mr. Chance and Attorney Dustin Kern are deliberating the matter.

9.) MANAGER’S REPORT:

SEPTEMBER 14, 2020, CITY COUNCIL MEETING:

Mr. Chance noted that the 4th Quarter, 2020 Electric Rates Tracker Adjustment filing will be on the City Council’s September 14, 2020, agenda for their consideration.

ELECTRIC AND WATER SHUTOFFS BEGIN 9/3/2020:

Mr. Chance said that the state moratorium for utility shutoffs expires tomorrow, Thursday, September 3, 2020. He said that Peru Utilities would start shutting off customers' electricity and water tomorrow if payment arrangements have not been made. Mr. Chance shared with the Board the customer past due balances at the end of July 2020. He noted that some customers are interested in being accountable and are working towards handling the matter, but other customers refuse to attempt to work anything out.

UNEMPLOYMENT CLAIM:

Ms. Costin inquired about the unemployment claim that was paid. Mr. Chance stated that we pay unemployment on our part-time employees that are currently laid off.

WATER PLANT CERTIFIED OPERATOR IN RESPONSIBLE CHARGE:

Mr. Chance informed the Board that since 2001, Peru Utilities has paid one of the water plant operators a monthly bonus to perform the duties of the Certified Operator in Responsible Charge for both Peru and Grissom water plants. Randy Kline has been our Certified Operator responsible for our water tests since 2017. Since he cannot perform these duties at this time, we need to assign it temporarily to Steve Legg, our senior licensed water operator to comply with state regulations. The Memo of Understanding with the Union allows us to pay him \$500/month for his credentials.

BOB HALL’S RESIGNATION:

Mr. Chance had the somber duty of informing the Board that Mr. Hall has resigned as the Superintendent of Transmission/Distribution effective 9/1/2020. His resignation was on good terms and Peru Utilities appreciated the efforts and improvements that Mr. Hall instituted during his time spent here. Mr. Chance stated that as he departments for his next endeavor he can be confident of the “Best Wishes” of Peru Utilities.

10.) ADJOURNMENT:

There being no further business to bring before the Board, Mrs. Edwards made a motion to adjourn. Mr. McKinney seconded the motion. The motion passed, the meeting adjourned.

Jami Edwards, Secretary Peru Utilities Service Board