

**PERU UTILITIES  
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF  
MARCH 3, 2021**

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, March 3, 2021. Chairperson Mary Costin called the meeting to order at 4:00 p.m. pursuant to notice as required by law. The following Board members were present Ms. Mary Costin, Mr. Richard Donoho, and Mr. Dave Van Baalen. City Attorney Dustin Kern, Mrs. Jami Edwards, and Mr. Chris McKinney attended virtually. Others present Mayor Miles Hewitt, Mr. Josh Chance, Mrs. Brenda Tillett, Mr. Matt Svantner, Mr. Michal Biesenbach, Mr. Lee France, Ms. Joyce Clark, and Mrs. Patricia Russell - City Council Liaison.

**1.) APPROVE BOARD MINUTES OF FEBRUARY 17, 2021:**

*Mr. Donoho moved that the minutes of February 17, 2021, be approved. Mr. McKinney seconded the motion. Ms. Costin, Mr. Donoho, and Mr. McKinney voted in favor, Mrs. Edwards and Mr. Van Baalen abstained from voting since they were absent from the February 17 meeting. The motion passed.*

**2.) PAYMENT OF CLAIMS:**

*Mr. Van Baalen moved to approve the claims as presented. Mrs. Edwards seconded the motion. The vote was unanimous, the motion passed.*

**3.) NEXT REGULAR MEETING:**

The next regular meeting will be held on-site Wednesday, March 17, 2021, 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: None**

**6.) NEW BUSINESS:**

**A.) APPROVE SRF DISBURSEMENT REQUEST #32 FOR THE GRISSOM WATER SYSTEM IMPROVEMENTS:**

The Board considered the following disbursement request #32 for the Grissom Water System Improvements.

Disbursement #32, Wessler Engineering, for professional services for the period of 1/1/21 – 1/31/21, for \$7,706.00.

*Mr. Donoho made a motion to approve Disbursement Request #32 to Wessler Engineering for \$7,706.00, for the Grissom Water System Improvements. Mr. McKinney seconded the motion. The vote was unanimous, the motion passed.*

**B.) APPROVE USE OF PROPERTY FOR CIRCUS CITY FESTIVAL:**

Mr. Chance said that the Circus City Festival has requested the use of utility property east of the switching station as a temporary assembly site to care for their horse teams to facilitate their annual parade on July 24.

*Mr. McKinney made a motion to give the Peru Circus Festival approval to use the vacant lots east of our switching stations for the 2021 Circus parade. Mr. Donoho seconded the motion. The vote was unanimous, the motion passed.*

**C.) APPROVE BID SELECTION FOR CANAL STREET SUBSTATION CIRCUIT BREAKER:**

Mr. Chance stated that in anticipation of the community’s growth and weather events we are adding capacity to our electrical infrastructure by converting the switching station east of the Administration Building to a substation. He explained that it would take a couple of years to complete the project. At this time we will be purchasing three 12 kV circuit breakers from WESCO, a single breaker for the main bus, and two breakers for distribution feeders that leave the substation. Each type has a separate current rating. We will also, be purchasing a single 69kV circuit breaker to connect the new distribution substation to the existing transmission switching station. Mr. Chance recommended accepting the second-lowest bid from Siemens for the 69 kV circuit breaker because in the past, we had purchased equipment from GE and our experiences with the Areva circuit breakers have been unsatisfactory. The next lowest quoted price was for circuit breakers manufactured by Siemens. The price difference between the Siemens breakers and the lowest price quoted for the GE (Areva) units is \$1,057.00, which is less than the cost of a potential repair of a leak a few years down the road.

**Bid Recommendations**

**12 kV Circuit Breaker Bids:**

<u>Bidder</u>	<u>Manufacturer</u>	<u>Rating (Amps)</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Price</u>	<u>Delivery (weeks)</u>
<b>12 kV Circuit Breakers</b>						
WESCO	Siemens	2,000	1	\$18,683.00	\$18,683.00	14-15
		1,200	2	\$15,077.00	\$30,154.00	14-15
Power Line Supply	Mitsubishi	2,000	1	\$22,250.00	\$22,250.00	16-20
		1,200	2	\$18,532.00	\$37,064.00	16-20
Brownstone Electric	No Bid					

**69 kV Circuit Breaker Bids:**

<u>Bidder</u>	<u>Manufacturer</u>	<u>Quantity</u>	<u>Total Price</u>	<u>Delivery (weeks)</u>
<b>69 kV Circuit Breakers</b>				
Power Line Supply	GE	1	\$38,940.00	18-22
Brownstone Electric	GE	1	\$39,648.00	18-22
WESCO	Siemens	1	\$39,997.00	20-22
Power Line Supply	Mitsubishi	1	\$49,500.00	16-20

Mr. Chance recommended the Board approve the purchase of three circuit breakers from WESCO for the total amount of \$48,837.00 and to approve the purchase of one Siemens 69 kV circuit breaker from WESCO for the total amount of \$39,997.00.

*Mr. Donoho made a motion to purchase three circuit breakers from WESCO for the total amount of \$48,837.00 and to purchase one Siemens 69 kV circuit breaker from WESCO for the total amount of \$39,997.00. Mr. Van Baalen seconded the motion. The vote was unanimous, the motion passed.*

**D.) APPROVE BID SELECTION FOR CANAL STREET SUBSTATION RELAY PANELS:**

Mr. Chance explained that there were two quotes from Panelmatic, one was a standard and one was a custom, because of our configuration it had to be custom, Panelmatic was the lowest bidder for \$49,900.00. Mr. Chance noted that to do an electrical project on a timely basis you have to plan because of the long lead times from suppliers.

**Bid Recommendation**

Bidder	Total Price	Delivery (weeks)
Panelmatic	\$49,900.00	12
Alternate design	\$47,400.00	12
Advanced Power Technologies	\$66,320.00	12-14
Premier Power Maintenance	\$101,170.88	10

*Mrs. Edwards made a motion to accept the bid from Panelmatic for the relay custom panel for the total amount of \$49,900.00. Mr. Donoho seconded the motion. The vote was unanimous, the motion passed.*

**E.) APPROVE BID SELECTION FOR SUBSTATION #2 POTENTIAL TRANSFORMERS:**

Mr. Chance stated that this is to purchase five transformers for Substation 2, to replace existing units that have been in service for 45 years and are at the end of their useful life. We received five quotes for the 69 kV transformers for Substation 2 as follows:

Bidder	Manufacturer	Quantity	Unit Price	Total Price	Delivery (weeks)
<b>69 kV Transformers</b>					
WESCO	ABB	5	\$61,163.00	\$30,815.00	12-14
Power Line Supply	Ritz	5	\$6,013.65	\$30,068.25	4
Power Line Supply	Arteche	5	\$5,454.55	\$27,272.75	14

Mr. Chance recommended the Board accept the bid from Power Line Supply for the total amount of \$27,272.75 for five transformers. These transformers meet the project specifications.

*Mr. Donoho made a motion to approve the purchase of five transformers from Power Line Supply for the total amount of 27,272.75. Mr. Van Baalen seconded the motion. The vote was unanimous, the motion passed.*

**F.) APPROVE JOB DESCRIPTIONS AND PAY RANGE ADJUSTMENTS:**

Mr. Chance asked the Board to consider deleting the following personnel positions within the company, *the Technical Services Director, the DWM Foreman, and the Assistant Environmental Director, and add in the Division of Water Management a Regulatory Administrative Assistant, Collection/Distribution Foreman, Facilities Maintenance Foreman, and Laboratory Specialist.* Mr. Chance stated that these proposals when approved would save the Utility approximately \$108,000.00 in pay and benefits. This will leave two First Class Maintenance positions vacant. Mr. Chance also asked the Board to increase the Transmission & Distribution’s pay range and to increase the compensation for the Responsible Operator in charge of both water utilities to remain competitive with local industry standards.

*Mr. Donoho made a motion to delete the following personnel positions within the company, the Technical Services Director, the DWM Foreman and the Assistant Environmental Director, and add in the Division of Water Management a Regulatory Administrative Assistant, Collection/Distribution Foreman, Facilities Maintenance Foreman and Laboratory Specialist and to increase the Transmission & Distribution’s pay range and to increase the compensation for the Responsible Operator in charge of both water utilities to remain competitive with local industry standards. Mrs. Edwards seconded the motion. The vote was unanimous, the motion passed.*

**7.) CITY ADMINISTRATION UPDATE:**

Mayor Miles Hewitt reported that Utility Supply in Peru has purchased the old K-Mart building to use as a warehouse and that a group of investors is contemplating the purchase of a city-owned structure located at 72 South Broadway for a retail clothing store. Mrs. Russell reported that the City Council had passed the 2<sup>nd</sup> Quarter Electric Tracker and the annual Peru and Grissom Water trackers at their March 1 meeting. She also noted that the council had vacated an alley at 117 East 8<sup>th</sup> Street and that they had passed the amended Building Setback Ordinance.

**8.) CITY ATTORNEY’S UPDATE: None**

**9.) MANAGER’S REPORT:**

**END OF 2020 FINANCIALS:**

Mr. Chance said that the Board will receive the year-end financial statements before the March 17 Board meeting. He summarized each department’s Net Margins and Fund Balances.

**2020 ELECTRIC, TECHNICAL SERVICE, AND SAFETY DEPARTMENT ACCOMPLISHMENTS:**

Mr. Chance gave the Board a list of accomplishments for the Electric, Technical Services, and Safety Department; he pointed out a few of the highlights and commended the efforts of all the departments.

**SOLAR PANELS:**

Ms. Costin inquired about where to get information regarding solar power. Mr. Chance explained the basic principle behind solar energy systems and net metering as defined in our current ordinance. He said if anyone had questions, they should get in touch with Mrs. Leah McGuire, Customer Service/Key Accounts Manager.

**TEXAS POWER CRISIS:**

Ms. Costin inquired about the Texas power crisis; there was a lengthy discussion and Mr. Chance gave the particulars of why the Texas power grid failed.

**10.) ADJOURNMENT:**

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

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Jami Edwards, Secretary Peru Utilities Service Board