

**PERU UTILITIES
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF
APRIL 7, 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, April 7, 2021, following an executive session. 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 Chairperson Mary Costin, Mr. Dave Van Baalen, Mr. Richard Donoho, and Mr. Chris McKinney. Ms. Jami Edwards logged in too late to participate in both the Executive Session and to vote upon the agenda items. Attorney Dustin Kern attended virtually. Others present Mr. Josh Chance, Mrs. Brenda Tillett, Ms. Joyce Clark, Mr. Michael Biesenbach, Mr. Jamin Beisiegel, and Mrs. Patricia Russell-City Council Liaison.

1.) APPROVE BOARD MINUTES OF MARCH 17, 2021:

Mr. Donoho moved that the minutes of March 17, 2021, be approved. Mr. McKinney seconded the motion. The vote was unanimous, the motion passed.

2.) PAYMENT OF CLAIMS:

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

3.) NEXT REGULAR MEETING:

The next regular meeting will be held on-site Wednesday, April 21, 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.) RESOLUTION 1, 2021, APPROVING ANNUAL SALARY FOR THE GENERAL MANAGER:

The Board tabled Resolution 1, 2021, until the next meeting because Mrs. Edwards was not in attendance for the Executive Session.

Mr. McKinney moved to table Resolution 1, 2021, until the next meeting. Mr. Donoho seconded the motion. The vote was unanimous, motion passed.

B.) APPROVE SRF DISBURSEMENT REQUESTS #34, #35 & SUPPLEMENTAL GRANT DRAW NO. 2 FOR THE GRISSOM WATER SYSTEM IMPROVEMENTS:

The Board considered the following disbursement requests #34, #35, and Supplemental Grant Draw No. 2 for the Grissom Water System Improvements.

Disbursement #34, Wessler Engineering, for professional services for the period of 2/1/21 – 2/28/21, for \$7,893.00.

Disbursement #35, NV Grant Services, for professional services rendered for Labor Standards for \$900.

Supplemental Grant Program Disbursement Request #2, Wessler Engineering, for professional services for the period of 2/1/21 to 2/28/21, for \$3,546.00.

Mr. Donoho made a motion to approve Disbursement Requests #34, Wessler Engineering, for professional services for the period of 2/1/21 – 2/28/21, for \$7,893.00, Disbursement #35, NV Grant Services, for professional services rendered for Labor Standards for \$900 and Supplemental Grant Program Disbursement Request No. 2 for professional services for the period of 2/1/20 to 2/28/21 to Wessler Engineering for \$3,546.00 for the Grissom Water System Improvements. Mr. McKinney seconded the motion. The vote was unanimous, motion passed.

C.) APPROVE GENERATOR MAINTENANCE CONTRACT:

Mr. Chance stated that over the past few years, we have added several additional generators, and maintenance on these generators was provided by a variety of contractors. He said that Peru Utilities would like to establish a contract with a single provider so that we are always on a set schedule for maintenance.

Bids were solicited from the following four companies.

	Year 1	Year 2	Year 3
Evapar	\$25,570.00	\$25,953.00	\$26,343.00
Indiana Power Service	\$25,815.00	\$25,815.00	\$25,815.00
McAllister	\$26,350.00	\$26,350.00	\$26,350.00
Buckeye	\$28,195.00	\$28,195.00	\$28,195.00

Mr. Chance recommended awarding the contract for preventative maintenance on generator equipment owned by Peru Utilities to McAllister. The contract will cover annual maintenance and inspections for (24) twenty-four stand-by generators and (21) twenty-one automatic switchgear assemblies, it is a three-year contract. McAllister is not the lowest bidder, but because they have lower emergency labor rates, low guaranteed response time, an expansive fleet of emergency rental units available, and in-depth (ATS) Automatic Transfer Switch Gear inspections specifically listed in the quote it makes them more preferable.

Mr. Van Baalen made a motion to award the contract for generator and switchgear maintenance to McAllister, the motion was seconded by Mr. Donoho. The vote was unanimous, motion passed.

D.) APPROVE RECOMMENDATION FOR THE ENGINEER FOR GRISSOM PHOSPHORUS TREATMENT:

Mr. Chance explained that this is a recommendation for hiring an engineer to design and review the construction of a chemical feed system to reduce excessive phosphorus from the Grissom wastewater treatment plant. In December 2019, we renewed our 5-year IDEM permit to operate the Grissom Wastewater Treatment Plant. The new permit requires that we have a phosphorus effluent limit of 1 part per million (ppm). This limit has a 3-year implementation schedule to allow us to meet the new standard. The Grissom wastewater treatment plant has never had a phosphorus effluent limit. Mr. Chance recommended hiring Dan Miklos with Hazen and Sawyer for a sum of \$50,000.00 to design and oversee our chemical feed system to reduce excessive phosphorus from the Grissom WWTP. This will help to ensure we meet IDEM’s regulations and guidelines.

Mr. McKinney moved to approve the recommendation to hire Hazen and Sawyer to design a chemical system to treat phosphorus for a not to exceed the cost of \$50,000.00. Mr. Donoho seconded the motion. The vote was unanimous, motion passed.

E.) APPROVE DISBURSEMENT REQUEST #66 FOR THE PERU WATER UPGRADES (WABASH RIVER MAIN CROSSING PROJECT):

The Board considered the following disbursement request #66, for the Peru Water Upgrades (Wabash River Main Crossing Project).

Disbursement #66, Atlas Excavating, Inc. for services rendered for the Wabash River Main Crossing Project for \$32,535.00.

Mr. Donoho made a motion to approve Disbursement Requests #66, Atlas Excavating, Inc., for services rendered for the Wabash River Main Crossing Project for the amount of \$36,150.00, less retainage of \$3,615.00 for the total amount of \$32,535.00. Mr. Van Baalen seconded the motion. The vote was unanimous, the motion passed.

7.) CITY ADMINISTRATION UPDATE:

The city council passed two ordinances at Monday’s meeting, which vacated an alley and street no longer in use.

8.) CITY ATTORNEY UPDATE:

Attorney Dustin Kern reported that he had met with Mr. Bellar this week to finalize the land acquisition for property north of Casey’s adjacent to our booster station. He also said he is waiting on Jim Tidd to provide him with the agreement for the easements across the former CSX property on West Canal from Holman Street to Forest Street.

9.) MANAGER’S REPORT:

MASK MANDATE:

Mr. Chance stated that Peru Utilities would continue to follow the science concerning pandemic protocol. He will revisit the matter every couple of weeks. The Board inquired as to what Peru Utilities vaccine policy was. Mr. Chance stated that all employees were encouraged to do their part and obtain the vaccine, however; he felt it should remain an individual’s choice.

WABASH RIVER MAIN CROSSING:

Mr. Chance informed the Board that we had received 750 feet of 24” thick plastic pipe this past week for the construction of the Wayne Street Wabash River Main Crossing Project; the start date will probably be sometime in May. The contractor will employ a boring machine to drill 4-feet beneath the riverbed to install the new pipe.

BOARD ROOM REHAB:

The Boardroom rehab project is continuing and is being done by Schleppenbach Construction; the pergola attached to the roof was rotted and has been replaced with a new roof and lights. The old windows have been replaced with smaller window frames, waiting to receive the glass for the new windows. Because the windows are smaller and we were not able to find matching brick, corrugated metal was used instead.

GRISSOM WATER PROJECT UPDATE:

Mr. Chance updated the Board on the recent progress of the Grissom Water System Project. A new ceiling led lighting and new drywall has been installed at the Grissom Water Plant. The new flooring that was previously installed will have to be replaced with industrial flooring by the contractor. A new bathroom and shower have been installed and work is being done on the big filter. The new computer panel has a touch control screen for readouts. The lab has all new cabinets, countertops, and sterile walls. The downstairs of the water plant has been outfitted with new actuators and couplings; a new pump has been installed and all new piping. A new SCADA computer will be installed to replace the old one.

AMERICAN RESCUE PLAN:

Mr. Chance said that the American Jobs Plan will increase the corporate income tax rate by 21- 28%, which in turn increases the cost of everything we purchase. Part of the grant includes \$500,000 for electric charging stations by 2030. We are waiting on the easement for the land where we would like to install a charging station. Mr. Chance stated that the city was putting together a plan for the use of the money and he hoped that Peru Utilities could receive a portion of the American Rescue Plan money to help with the Long-Term Control Plan cost. This would help to keep our rates down. The city will receive the first half of the money in May. It will be disbursed through the state.

APRIL 7, 2021 – Cont’d.

NEW YMCA:

The new YMCA’s permanent electric service has been flagged and should be installed soon.

SOLAR FIELD BLAIR PIKE:

Line Department has completed Phase I on the solar field on Blair Pike.

LINE EXTENSION POLICY:

Mr. Chance briefed the Board that we currently have three different policies for our customer’s electrical line extensions. He explained that staff is working on establishing a single policy in hopes that it will clarify the matter and still abide by the Indiana Utility Regulatory Commission.

10.) ADJOURNMENT:

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

Jami Edwards, Secretary Peru Utilities Service Board