

**PERU UTILITIES  
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF  
November 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 Teams Meeting, on Wednesday, November 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 Dave Van Baalen, Richard Donoho, Chris McKinney, and Jamie Edwards. Others present Attorney Dustin Kern, Joshua Chance, Alice Hartley, Jamin Beisiegel, Michael Biesenbach, Wayne Brindle, Joyce Shafer, Mayor Miles Hewitt and Patricia Russell City-Council Liaison

**1.) APPROVE BOARD MINUTES OF OCTOBER 20, 2021:**

The Board minutes from October 20, 2021, was amended on page -71- from Mrs. McKinney to Mr. McKinney.

*Board member Jamie Edwards moved that the minutes of October 20, 2021, be approved. Board member Richard Donoho seconded the motion. The vote was unanimous, motion passed.*

**2.) PAYMENT OF CLAIMS:**

*Board member Chris McKinney moved to approve the claims as presented. Board member Richard 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, November 17, 2021, at 4:00 p.m. in the Team-Teaching Room. Teams Meeting video conferencing is available for the public.

**4.) PUBLIC COMMENT: None**

**5.) OLD BUSINESS: None**

**6.) NEW BUSINESS:**

**AMEND THE NOVEMBER 3RD AGENDA:**

The Board considered the amended agenda to include the interlocal cooperation agreement for the trash pick-up fee.

*Board member Chris McKinney made a motion to accept the amended agenda to include the interlocal cooperation agreement for the trash pick-up fee. Board member Jamie Edwards seconded the motion. The vote was unanimous, the motion passed.*

**APPROVE DISBURSEMENT REQUEST #54 FOR THE GRISSOM WATER SYSTEM IMPROVEMENT PROJECT:**

The Board considered the following disbursement request #54 for the Grissom Water System Improvement Project.

Disbursement #54, to Wessler Engineering, for professional services for the period 9-1-21 to 9-30-21 for total amount of 13,484.00.

*Board member Jaimie Edwards made a motion to approve Disbursement #54 to Wessler Engineering for professional services for the period 9-1-21 through 9-30-21 for the Grissom Water System Improvements. Board member Chris McKinney seconded the motion. The vote was unanimous, the motion passed.*

**APPROVE BAD DEBT WRITE-OFFS FOR APRIL 1, 2021, THROUGH JUNE 30, 2021:**

	<u>Peru</u>	<u>Grissom</u>	<u>Total</u>
Electric	\$ 10,746.59	-	\$ 10,746.59
Water	1,666.62	2,464.91	4,131.53
Wastewater	278.56	96.66	375.22
Stormwater	37.20	-	37.20
Trash	99.60	-	99.60
<b>Total</b>	<b>\$12,828.57</b>	<b>\$2,561.57</b>	<b>\$15,390.14</b>

The bad debt write-offs from April 1, 2021 – June 30, 2021, were reviewed and General Manager Joshua Chance requested permission to write off the delinquent accounts for April 1, 2021, through June 30, 2021, for \$15,390.14.

*Board member Richard Donoho made a motion to grant permission to write off the delinquent accounts April 1, 2021 – June 30, 2021, for \$15,390.14. Board member Chris McKinney seconded the motion. The vote was unanimous, the motion passed.*

**APPROVE THE CANAL STREET SUBSTATION MATERIALS PACKAGE BIDS:**

The Board considered the following Canal Street substation materials package bids.

Three companies submitted the following prices:

Peak Substation Services	\$72,400.00
DisTran Packaged Substations	\$62,900.00
WESCO	\$59,929.90

While WESCO quotes the lowest price, there is an issue with their proposal. They have qualified their bid as “Price in Effect (PIE) at time of shipment.” Their terms and conditions allow for price increases due to changes in transportation costs or supplier pricing.

DisTran’s quote specifically lists their price as “Firm” and is within 5% of WESCO proposal. Peru Utilities Electrical Engineer Dave Woessner recommended accepting the DisTran proposal due to the current uncertain economic climate that could add significant cost to the final WESCO price at time of delivery.

*Board member Richard Donoho made a motion to accept the bid from DisTran Packaged Substations for \$62,900.00. Board member Chris McKinney seconded the motion. The vote was unanimous, the motion passed.*

**APPROVE THE INTERLOCAL COOPERATION AGREEMENT FOR THE TRASH PICK-UP FEE:**

The Board considered the Interlocal Cooperation Agreement for the trash pick-up fee.  
**Effective January 1, 2022**

*Board member Jamie Edwards made a motion to accept the interlocal cooperation agreement for the trash pick-up fee. Board member Dave Van Baalen seconded the motion. The vote was unanimous, the motion passed.*

**7.) CITY ADMINISTRATION UPDATE:**

Mayor Hewitt reported that the trash pick-up fee will increase to \$15.00 per month per city residence effective January 1, 2022. City-Council Liaison Patricia Russell announced that the Downtown Peru Christmas Open House, will be on November 17<sup>th</sup> with a parade, shopping, prizes, food sampling, and the Santa House.

**8.) CITY ATTORNEY UPDATE:**

Attorney Kern stated he has not heard back from the financial accountants concerning the bucket truck accident. He will keep the board informed.

**9.) MANAGER’S REPORT:**

**SUPPLY CHAIN SHORTAGES:**

General Manager Joshua Chance stated that the shortage in supplies continues to be a problem. The electrical department is having a difficult time getting materials for substations. Mr. Biesenbach stated that Duke Energy is having the same issues and are installing wire underground and leaving it stubbed up while waiting on transformers and pedestals.

**NEW OSHA VACCINE REQUIREMENTS:**

General Manager Joshua Chance reported that the Biden administration will be ruling on a new requirement this week for coronavirus vaccinations for companies with one hundred or more workers on their payrolls. The new ruling compels employers with one hundred or more workers to require their employees to get fully vaccinated or present a negative

COVID test each week. The deadline for the rule, which will be enforced through the Occupational Safety and Health Administration (OSHA) is January 4<sup>th</sup>. Mr. Chance is researching how the new ruling will affect Peru Utilities.

**PERU UTILITIES BOARD MEMBER TERM:**

Mr. Chance mentioned that board member Dave Van Baalen’s term will expire on December 31, 2021. Mr. Chance stated that Mr. Van Baalen has been a great asset to Peru Utilities and hopes that the Peru City Council would reappoint him to the Peru Utilities Service Board.

**STRATEGIC LONG-TERM CAPITAL PLANNING:**

Mr. Chance presented the Division of Water Managements capital strategic priority plan to the board. Mr. Biesiegel explained each subject line containing replacements, upgrades of equipment, repairs of facilities and the financial resources required for DWM-Peru Water Department, DWM-Grissom Water, DWM-Peru Wastewater Department, DWM-Grissom Wastewater Department, and DWM- Storm Water Department. Mr. Biesiegel stated that the strategic long-term plan is to maintain and improve the reliability of the Division of Water Manage Systems for future years starting in 2022 projecting out to 2029-31.

**PERU UTILITIES FALL FAMILY EVENT:**

Mr. Chance stated that the fall event was a big success and thanked Alice Hartley, Marissa Stoops and Linda Browning for all their hard work. Board member Richard Donoho commended the committee for a wonderful event.

**ADJOURNMENT:**

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

---

Jami Edwards, Secretary Peru Utilities Service Board