

**PERU UTILITIES
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF
December 1, 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, December 1, 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 and Chris McKinney. Others present Joshua Chance, Alice Hartley, Jamin Beisiegel, Michael Biesenbach, Wayne Brindle, Lee France, Joyce Shafer, Mayor Miles Hewitt and Attorney Dustin Kern. Absent: Jami Edwards and Patricia Russell City-Council Liaison

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

Board member Richard Donoho moved that the minutes of November 17, 2021, be approved. Board member Chris McKinney seconded the motion. The vote was unanimous, motion passed.

2.) PAYMENT OF CLAIMS:

Board member Dave Van Baalen moved to approve the claims as presented. Board member Chris McKinney seconded the motion. The vote was unanimous, the motion passed.

3.) NEXT REGULAR MEETING:

The next regular meeting will be held on-site Wednesday, December 15, 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:

A.) APPROVE DISBURSEMENT REQUEST #57 FOR THE GRISSOM WATER SYSTEM IMPROVEMENT PROJECT:

The Board considered the following disbursement request #57 for the Grissom Water System Improvement Project.

Disbursement #57 to Wessler Engineering, for professional services rendered for Labor Standards for the period 10/01/2021 – 10/31/2021 for the total amount of \$3,698.00.

Board member Richard Donoho made a motion to approve Disbursement #57 to Wessler Engineering for the sum of \$3,698.00 for contract construction work for the period 10/01/2021-10/31/2021 for the Grissom Water System Improvements. Board member Chris McKinney seconded the motion. The vote was unanimous, the motion passed.

B.) APPROVE 2022 SERVICE BOARD MEETING DATES:

Board Member Dave Van Baalen moved to accept the 2022 Service Board meeting dates as scheduled. Board member Chris McKinney seconded the motion. The vote was unanimous, and the motion passed.

C.) APPROVE ADJUSTMENTS TO NON-UNION PAY RANGES:

The Board considered adjustments to the Non-Union Pay Ranges for positions at the top of their pay scale, needing a 2.5 % increase in range: Electrical Engineer, Superintendent of the Division of Water Management, Assistant Superintendent of the Division of Water Management, and Stormwater Coordinator. Mr. Chance requested to adjust the Safety Managers range to \$52,197-\$85,000 for the 2022 pay range.

Board Member Chris McKinney made a motion to accept the Non-Union Pay Range adjustments. Board Member Richard Donoho seconded the motion. The vote was unanimous, the motion passed.

D.) APPROVE 2022 LABOR CONTRACT:

The Board considered the 2022 labor contract with minor changes: For all employees, the probationary period shall be ninety calendar days, shift premiums were raised to \$.40 per hour for those second shift and \$.60 for third shift. After 6 years of service, employees qualify for 120 hours of vacation at regular rate of earnings on January 1. Lead Line worker premium increased to \$2.50 per hour. Each employee called in for an emergency or major breakdown shall be compensated at the rate of two (2) times their regular rate of pay for all hours worked on a Sunday. DWM Foreman are not eligible for 24 hours standby when pulling supervisory call.

The hourly rates of all employees in the bargaining unit increased as follows effective January 1, 2022:

DOL Certified Journeyman Line worker	2.5%
Customer Service Clerk	\$1.00
All Other Job Classifications	2.5%

Changes to the Division of Water Management Certification Bonuses: Only persons permanently assigned to the Division of Water Management are eligible for certification bonuses as set forth below:

Work Area:	Type of Certification:	Primary Bonus
Water Plant Group	WT3	\$1,750
Wastewater Plant Group	Class I	\$500
	Class II	\$1,000
	Class III	\$1,750
	Class IV	\$2,000
Distribution/Collection Group	DSL	\$1,000
Water Loss Audit Validator Group		\$500
Back Flow Prevention Group		\$300

Mr. Chance stated that the Union Negotiating Committee and Union members are exceptional to work with and they try to collaborate with us to see things from a management perspective as well as their own perspective.

Board member Richard Donoho made a motion to accept the 2022 Labor Contract. Board Member Chris McKinney seconded the motion. The vote was unanimous, the motion passed.

E.) APPROVE RESOLUTION 2, 2021 ANNUAL SALARIES FOR THE MAYOR, CLERK-TREASURER, AND UTILITY SERVICE BOARD MEMBERS.

Chairperson Mary Costin read Resolution 2, 2021, to the Board, which establishes the Utility’s contribution for the Mayor, Clerk-Treasurer, and establishes Utility Service Board Member salaries for 2022.

Board member Chris McKinney made a motion to approve Resolution #2, 2021, as written with no changes to the salaries of the Mayor, Clerk-Treasurer, and Utility Service Board Member salaries for 2022. Board member Richard Donoho seconded the motion. The vote was unanimous, the motion passed.

F.) APPROVE 2022 BUDGET:

Mr. Chance gave a brief overview of the 2022 budget. The budget reflects wage increases as illustrated in the most recent union contract, with a two and half percent increase for all job classifications for the year 2022 and a two and half percent increase for most non-union employees. We cut the payroll for the Division of Water Management by \$38,000 or 1.1% and overall utilities payroll increase of .6% for 2022. We have used calculations provided

by the Indiana Municipal Power Agency (IMPA) to budget purchased power. Their projections illustrate an increase of about 3.9%. We have budgeted according to their projection. You may note that some divisions have a positive net margin yet anticipate negative cash flow. Capital Projects spending, principal payments on long term debt and the capital lease of meters have an impact on cash flow yet do not report on the income statement. With six utilities and well over 1,500 active expense accounts, there were many other considerations which were included in the 2022 budget. Our managers have worked diligently on the 2022 budget. While we base our budget on history and plans, it also reflects our best forecast of trends and outside forces.

Board Member Chris McKinney made a motion to accept the 2022 Budget. Board Member Dave Van Baalen seconded the motion. The vote was unanimous, the motion passed.

7.) CITY ADMINISTRATION UPDATE:

Mayor Hewitt reported that the Christkindlemarkt-German-themed Christmas festival ran through Sunday in downtown Peru last weekend and had an exceptionally good turn-out. Some of this year’s activities included downtown wagon rides, ice skating rink, live reindeer pictures, dachshund (wiener dog) races, German food and beverages, Christmas décor and gifts.

8.) CITY ATTORNEY UPDATE: Nothing to report currently.

**9.) MANAGER’S REPORT:
NICKLE PLATE TRAIL:**

General Manager Joshua Chance reported that Mike Keupper, Nickel Plate Trail, Inc. President, is working to connect the current trail system with Converse Junction Trail/Sweetser Switch Trail/Cardinal Greenway Trail system and the Grissom Air Heritage Museum. This is a 15-mile-long project begins west of US 31 extending east through Bunker Hill. It has been determined that the best route along which to build a section of this trail passes through Peru Utilities property. Mr. Keupper is asking for a letter of intent to cooperate as he begins work to obtain grant funding. The Board discussed the request and decided that Mr. Chance may sign a letter of intent to cooperate with the rails for trails.

2022 TRIMMING/MOWING CONTROL 2022:

Mr. Chance reported Peru Utilities was accepting bids for tree trimming/tree mowing control services for the year 2022. The winning bid was to be awarded on December 1, 2021, but we received two invalid bids. Because of cost (lowest bid was \$553,000.00) and delivered after the 1:00 p.m. deadline. Mr. Chance will be asking the board to reject the bids at the next board meeting.

ADJOURNMENT:

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

Jami Edwards, Secretary Peru Utilities Service Board