

**PERU UTILITIES  
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF  
June 15, 2022**

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, June 15, 2022. Board 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 Richard Donoho, Jami Edwards, Dave Van Baalen and Chris McKinney. Others present Jamin Beisiegel, Dave Woessner, Katherine Neff, Wayne Brindle, Alice Hartley, Acting Mayor- Patricia Russell, Tom Gustin-City Council Liaisons Absent: Joshua Chance-General Manager and Dustin Kerns-Attorney

**1.) APPROVE BOARD MINUTES OF JUNE 1, 2022:**

*Board member Richard Donoho moved that the minutes of June 1, 2022 be approved. Board member Dave Van Baalen seconded the motion. The vote was unanimous, motion passed.*

**2.) PAYMENT OF CLAIMS:**

*Board member Jami Edwards 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, July 6, 2022, 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:** Jami Edwards asked Jamin Beisiegel about a manhole on Court Street, which is in bad condition. Mr. Beisiegel has inspected the condition of the manhole and it is ok but the asphalt around it has damage from snowplows during the winter.

**6.) NEW BUSINESS:**

**A.) APPROVE SRF DISBURSEMENT #70 FOR THE GRISSOM WATER SYSTEM IMPROVEMENTS:**

The Board considered the following Disbursement request #70 for the Grissom Water System Improvement Project.

SRF Disbursement #70 to Wessler Engineering for professional Services for the Period 2/28/2022 to 3/31/2022.

*Board Member Richard Donoho made a motion to approve SRF Disbursement request #70 to Wessler Engineering for professional services for the sum of \$2,288.00. Board member Chris McKinney seconded the motion. The vote was unanimous, the motion passed.*

**B.) APPROVE BAD DEBT WRITE-OFFS OCTOBER 1, 2021, THROUGH DECEMBER 31, 2021:**

	<u>Peru</u>	<u>Grissom</u>	<u>Total</u>
Electric	\$9,557.13	-	\$9,557.13
Water	\$1,189.93	\$4,619.34	\$5,809.27
Wastewater	\$320.34	\$19.32	\$339.66
Stormwater	\$37.72	-	\$37.72
Trash	\$113.16	-	\$113.16
<b>Total</b>	<b>\$11,218.28</b>	<b>\$4,638.66</b>	<b>\$15,856.94</b>

The bad debt write-offs from October 1, 2021 – December 31, 2021, reviewed and request permission to write-off the delinquent accounts. YTD 2021 Bad Debt/Write off Recoveries as 12/31/21 was 0.117% out of a 33 million dollars’ worth of revenue. Typically, the standard write-off is 2.0% and it is a standard procedure that we write off bad debts after trying to collect them.

*Board member Chris McKinney made a motion to grant permission to write-off the delinquent accounts for October 1, 2021, through December 31, 2021, for \$15,856.94. Board member Jami Edwards seconded the motion. The vote was unanimous, the motion passed.*

**C.) APPROVE CANAL STREET SUBSTATION TRANSFORMER:**

The Board considered the recommendation to accept the adjustable pricing bid of \$687,687.00 from Niagara Power Transformer.

In monitoring the current market and reviewing the pricing breakdown supplied by Niagara. Dave Woessner, Peru Utilities Electrical Engineer explained the large cap between Niagara’s adjustable bid and firm pricing bid. Niagara is a dependable family-owned business that we have ordered customized made transformers from in the past. Delivery time comes in at 100 and 152 weeks from the other two bidders and over 1-million-dollar bids. Mr. Biesenbach stated in his memo that the Niagara option gives us the best available pricing.

*Board member Chris McKinney made a motion to approve the Canal St. Substation Transformer Bid from Niagara for the sum of \$687,678.00 (adjustable pricing). And 10% of the cost would need to be supplied upon placing the order, 40% would need to be paid next year, and the final 50% would be due in 2024. Board member Richard Donoho seconded the motion. The vote was unanimous, the motion passed.*

7.) **CITY ADMINISTRATION UPDATE:** Acting Mayor Patricia Russell announced the Juneteenth 2022 Freedom Day celebration will be held June 17<sup>th</sup>, June 18, 2022, 10:00am-8:00pm & June 19, 2022, 11:00am-4:00pm at Maconaquah Park. Ms. Russell stated the Peru Utilities request for ARP funds for the Wastewater separation project was passed at the last City Council meeting and the next Common Council Meeting is scheduled for July 11<sup>th</sup>, 2022. Ms. Russell informed the board that city hall will be used as a cooling station during the extreme heat this summer.

8.) **CITY ATTORNEY UPDATE:** Absent

9.) **MANAGER’S REPORT:**

**MR. BEISIEGEL, SUPERINTENDENT OF THE DIVISION OF WATER MANAGEMENT:**

Mr. Beisiegel stated that Peru Utilities DWM has been working on water leaks and we have been working hard to keep our employees safe during the extreme heat.

**ADJOURNMENT:**

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

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Jami Edwards, Secretary Peru Utilities Service Board

