

**PERU UTILITIES
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF
JANUARY 16, 2019**

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, on January 16, 2019. The meeting was called to order by Mr. Akers at 4:00 p.m. pursuant to notice as required by law. Board members present S. Akers, M. Costin, D. Van Baalen, M. Burnell, and J. Edwards. Others present: J. Chance, B. Tillett, M. Svantner, J. Beisiegel, and B. Zartman.

1.) BOARD MINUTES OF JANUARY 2, 2019:

The minutes of the January 2, 2019 meeting were approved upon the motion of Mr. Burnell and seconded by Mr. Van Baalen. Motion unanimously carried.

2.) PAYMENT OF CLAIMS:

Ms. Costin inquired about Black's Lawn and Maintenance claim for the amount of \$4,373.32. Mr. Chance stated Black's provides our lawn care and other services, the invoice is for past work already done.

A motion was made by Ms. Costin to approve the claims for payment as presented. Mrs. Edwards seconded the motion. Motion unanimously carried.

3.) NEXT REGULAR MEETING:

The next regular meeting will be held on Wednesday, February 6, 2019, at 4:00 p.m. in the Utility Service Board room.

4.) PUBLIC COMMENT: None

5.) OLD BUSINESS: None

6.) NEW BUSINESS:

A.) APPROVE DISBURSEMENT REQUESTS #50, #51, #52 AND OCRA CLAIM VOUCHER FOR THE PERU WATER UPGRADES:

The Board considered the following disbursement requests #50, #51, #52 and OCRA claim voucher for the Peru Water Upgrades.

Disbursement #50, Deichman Excavating, the primary contractor, for \$153,389 for the Peru Water Upgrades.

Disbursement #51, NV Grant Services, a subcontractor for Cornerstone Grants Management, for \$300 for the Peru Water Upgrades.

Disbursement #52, Wessler Engineering, for professional services, for \$11,708.

OCRA Claim Voucher, for \$4,000 for the Peru Water Upgrades.

Ms. Costin made a motion to approve disbursement requests #50, #51, #52 and the OCRA Claim Voucher for the Peru Water Upgrades. Mrs. Edwards seconded the motion. Motion unanimously carried.

B.) RECOMMEND ENGINEER FOR CAPITAL IMPROVEMENT PLAN FOR GRISSOM WATER:

Mr. Chance asked the Board to approve \$30,000 to hire Wessler Engineering to perform a Preliminary Engineering Report (PER) with regard to the Grissom Water Capital Improvement Project. Mr. Chance stated that this study will capture the essence of what the project will accomplish, how it will be done and will be helpful in determining what path Peru Utilities should follow with regard to financing this project, loans, grants, etc. Mr. Chance and the Board discussed at length the reasons the Grissom Capital Improvements Plan for Grissom Water is necessary and the various financial options which will be at our disposal. Mr. Chance also noted that the engineering study will help to justify the necessity of this project to our ratepayers.

Mr. Burnell moved to hire Wessler Engineering to assess and create a Capital Improvement Plan for Grissom for the amount of \$30,000. Mrs. Edwards seconded the motion. Motion unanimously carried.

C.) APPROVE ADDITIONAL FUNDS REQUEST FOR FIBER NETWORK RESTRUCTURE:

Mr. Chance stated that Clawson’s assessment of our fiber loop system discovered a large number of deficiencies and submitted their recommendation to remedy these problems. Because of the importance of this fiber loop, Mr. Chance recommended contracting with Clawson Communications. Once the fiber system is upgraded it will be a marketable resource to other businesses to generate additional income. He said that bids were received from three companies following our request for bids. The following are the bid amounts submitted by the three vendors.

• JDH Contracting	Declined to Bid
• Yates Engineering: \$6,136 for Evaluation only.	Declined bid for Repair/Upgrade.
• Clawson Communications: \$3,550 for Evaluation.	\$93,600 for Repair/Upgrade

Mr. Chance recommended awarding the bid to Clawson Communications for the amount of \$93,600. Clawson’s plans to start to work the first week of February and finish by April 1, 2019.

Mrs. Edwards made a motion to approve the bid from Clawson Communications to complete the Fiber Network Restructure for the amount of \$93,600. Ms. Costin seconded the motion. Motion unanimously carried.

7.) **CITY ADMINISTRATION UPDATE:** None

8.) **CITY ATTORNEY'S UPDATE:** None

9.) **MANAGER'S REPORT:**

AT & T has approached us about installing wireless communications on our Grissom water tower. We forwarded this request to SBA after Attorney Dustin Kern had reviewed it. It will be brought to the Board for consideration after SBA reviews the contract.

2015 PENDING LAWSUIT:

We have received Summary Judgement in our favor for the law suit pending with the Indiana Civil Rights Commission (ICRC). There was no discrimination and no retaliation.

CAMERA FOOTAGE GATE BUSTED:

Mr. Chance shared camera footage with the Board of a seemingly disoriented individual driving their vehicle into the company gate east of the Administration Office. So far no one has been apprehended. Mr. Chance said the damage is estimated \$5,500. Since the claim is below the deductible filing a claim wouldn't make any sense.

MCEDA CONTRIBUTIONS:

Still waiting on the State Board of Accounts opinion with regard to MCEDA contributions.

2018 ZERO RECORDABLE ACCIDENTS:

Last year Peru Utilities had zero recordable accidents because we had no on-the-job accidents/injuries during 2018. Peru Utilities received a total credit of 38.8% on our workers' compensation premium, saving us \$20,000. We will pay only \$50,000 for our workman's compensation for 2019. Mrs. Edwards thanked Peru Utilities staff and management for having an excellent safety record.

CUSTOMER SERVICE CALLS 2018:

During 2018 customer service staff answered 13,000 phone calls and processed 82,000 transactions with only fourteen errors totaling \$11.12. Mr. Chance and

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the Board congratulated customer service staff on their accuracy and exceptional customer service.

10.) ADJOURNMENT:

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

Matt Burnell, Secretary Peru Utilities Service Board