

**PERU UTILITIES
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF
MAY 1, 2019**

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, on May 1, 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, and M. Burnell. Absent: J. Edwards. Others present: J. Chance, B. Tillett, J. Clark, J. Beisiegel, and B. Zartman.

1.) BOARD MINUTES OF APRIL 17, 2019:

The minutes of the April 17, 2019 meeting were approved upon the motion of Mr. Burnell and seconded by Mr. Van Baalen. Motion unanimously carried.

2.) PAYMENT OF CLAIMS:

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

3.) NEXT REGULAR MEETING:

The next regular meeting will be held on Wednesday, May 15, 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 BAD DEBT WRITE-OFFS OCTOBER 1, 2018 – DECEMBER 31, 2018:

	<u>Peru</u>	<u>Grissom</u>	<u>Total</u>
Electric	\$14,667.39		\$14,667.39
Water	2,849.06	2,306.02	5,155.08
Wastewater	266.59	56.91	323.50
Stormwater	38.87		38.87
Trash	116.60		116.60
Total	\$17,938.51	\$ 2,362.93	\$20,301.44

The bad debt write-offs October 1, 2018 – December 31, 2018, were reviewed and Mr. Chance requested permission to write-off the delinquent accounts. YTD 2018 Bad Debt/Write off Recoveries were \$36,470.87, .11% of Gross Revenue and Year 2017 Total Bad Debt/Write off Recoveries were \$23,612.84, .79% of Gross Revenue. The newest Board member Mr. Van Baalen inquired as to the bad debt write off procedures. Mr. Chance then proceeded to explain how bad debts were handled.

Ms. Costin made a motion to grant permission to write-off the delinquent accounts October 1, 2018, through December 31, 2018, for \$20,301.44. Mr. Van Baalen seconded the motion. Motion unanimously carried.

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

8.) **CITY ATTORNEY’S UPDATE:** None

9.) **MANAGER’S REPORT:**

MCEDA PRESENTATION:

Mr. Jim Tidd, Executive Director of Miami County Economic Development Authority (MCEDA) and his staff will make a presentation to the Board at the May 15 meeting.

CUSTOMER PORTAL:

Mr. Chance will present the Customer Portal to the City Council at their Monday, May 6 Council Meeting.

LONG-TERM CONTROL PLAN:

Mr. Chance and Mr. Beisiegel had met earlier today with the Commonwealth Engineering firm that we have used in the past to discuss the Long-Term Control Plan (LTCP). Mr. Chance said that it will be in the best interest of the Utilities to have another engineering firm review our present modeling plan. Commonwealth will review all the requirements and possibly make changes to our present engineering plan with the idea in mind to find ways to save money. Commonwealth’s engineering cost is estimated to be between \$40,000 and \$50,000. Mr. Beisiegel explained that because this is such a major project we need to make absolutely sure we are going about it in the most cost-effective way. There was a lengthy discussion about the process that has been taken thus far towards the preliminary engineering and financial aspects of the LTCP. Mr. Van Baalen requested that management should endeavor to start a dialogue with other communities facing a similar situation. Mr. Beisiegel said that Commonwealth Engineering had just finished a project in Madison, Indiana.

CSO MONTHLY REPORT OF OPERATION:

Mr. Chance referenced the CSO Monthly Report for March this year. Mr. Beisiegel proceeded to present the Board with information from the monthly CSO report pertaining to combined sewer overflows explaining exactly what the documented flows and discharges meant. It was also noted that the intensity of rain events are also documented in the monthly report. He explained that most of the time when rainfall was low to moderate both the stormwater and wastewater went entirely to the treatment plant before being discharged to the river, but during heavy rain events, untreated stormwater and

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wastewater are often discharged together at the combined sewer outfall locations without any treatment. We will always have CSO’s but in the future, the implementation of the LTCP plan will reduce CSO’s, we would still monitor them, but they wouldn’t go over as often because we are catching the water until it can be treated at the wastewater treatment plant. Mr. Beisiegel said that our wastewater treatment plant is within the limits set by IDEM. He answered the Board’s questions about CSO’s and why it is important to control them.

10.) ADJOURNMENT:

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

Matthew Burnell, Secretary Peru Utilities Service Board