

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

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, on October 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, J. Edwards and M. Burnell. Others present: Attorney Dustin Kern, J. Beisiegel, B. Tillett, J. Clark, B. Hall, L. France, and M. Ramsey – City Council Liaison.

1.) APPROVE BOARD MINUTES OF OCTOBER 2, 2019:

Mr. Burnell moved to accept the Board minutes of October 2, 2019, meeting as mailed. Mrs. Edwards seconded the motion. Motion carried.

2.) PAYMENT OF CLAIMS:

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

3.) NEXT REGULAR MEETING:

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

4.) PUBLIC COMMENT: None

5.) OLD BUSINESS: None

6.) NEW BUSINESS:

A.) APPROVE BAD DEBT WRITE-OFFS APRIL 1, 2019, THROUGH JUNE 30, 2019

	<u>Peru</u>	<u>Grissom</u>	<u>Total</u>
Electric	\$20,271.62	-	\$20,271.62
Water	2,142.53	1,615.66	3,758.19
Wastewater	131.41	57.60	131.41
Stormwater	28.80	-	28.80
Trash	86.40	-	86.40
Total	\$22,660.76	\$1,615.66	\$24,276.42

The bad debt write-offs April 1, 2019 – June 30, 2019, were reviewed and Mr. Beisiegel requested permission to write-off the delinquent accounts.

Mr. Burnell made a motion to grant permission to write-off the delinquent Accounts April 1, 2019, through June 30, 2019, for \$24,276.42. Mrs. Edwards seconded the motion. Motion carried.

7.) CITY ADMINISTRATION UPDATE:

Mr. Mark Ramsey introduced himself. He has been appointed to serve out the rest of Terry Alley’s term on the Peru City Council.

8.) CITY ATTORNEY’S UPDATE:

Attorney Dustin Kern said that the first reading of the proposed rate Ordinance 24-2019, for Grissom Water Rates would be on the City Council’s November 4 agenda and for consideration at the December 2, 2019, Council Meeting.

9.) MANAGER’S REPORT:

LINE DEPARTMENT UPDATE:

Mr. Hall gave each Board member a copy of the Peru Utilities’ Emergency Response Plan, which is in conjunction with compiling the Peru Utilities Reliable Public Power (RP3) application, which has been submitted to American Public Power (APPA). If your utility earns the RP3 designation, you can use the designation status to demonstrate your value and operational excellence to your community. APPA will award this prestigious designation after the first of the year. The 69 kV project on north Broadway is complete.

SAFETY DEPARTMENT UPDATE:

Mr. France announced that the Company Wellness Program finished this morning with a meeting regarding “Weighing Less for Life”. He also reviewed with the Board various safety issues, which included fire retardant clothing for the linemen. Mr. Hall passed around the fire retardant clothing that linemen are required to wear and Mr. France discussed the clothing’s effectiveness in case of an electrical fire. Classes have been scheduled for CPR/AED Renewal & Recertification.

BUSINESS OFFICE UPDATE:

Mrs. Clark and Mrs. McGuire have been working with Incode to streamline the Energy Assistance Program for lower-income customers. Cross training is continuing and department heads are compiling next year’s budget calculations. Mrs. Clark has been working with Amy Miller of Cornerstone Grants with regard to the Office of Community and Rural Affairs (OCRA) application.

DIVISION OF WATER MANAGEMENT UPDATE:

Mr. Beisiegel reported that M. E. Simpson has been performing our valve exercise program. Today City Hall’s older water meter was upgraded. There are around twenty water meters yet to install. Mr. Beisiegel updated the Board with some specifics on valve maintenance and replacement. The remaining electric meter installations are proceeding as well and whatever problems have been encountered have been dealt with.

October 16, 2019 – Cont’d.

**PUBLIC HEARING FOR THE OFFICE OF COMMUNITY AND RURAL AFFAIRS (OCRA)
GRANT:**

The Public Hearing for the Office of Community and Rural Affairs (OCRA) grant will be held on November 6, 2019, at 3:30 p.m. at the Peru Utility Administration Office at 335 East Canal Street prior to the Board meeting. The grant application is due November 22, 2019.

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.

Matthew Burnell, Secretary Peru Utilities Service Board