

**PERU UTILITIES  
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF  
DECEMBER 4, 2019**

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, on December 4, 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, D. Van Baalen, M. Burnell and J. Edwards. Absent: M. Costin. Others present: Attorney Dustin Kern, J. Chance, B. Tillett, L. France, J. Clark, B. Hall, B. Zartman, J. Languell, and M. Ramsey – City Council Liaisons.

**1.) APPROVE BOARD MINUTES OF NOVEMBER 20, 2019:**

*Mrs. Edwards moved to accept the Board minutes of November 20, 2019, meeting as mailed. Mr. Van Baalen seconded the motion. Motion carried.*

**2.) PAYMENT OF CLAIMS:**

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

**3.) NEXT REGULAR MEETING:**

The next regular meeting will be held on Wednesday, December 18, 2019, at 4:00 p.m. in the Utility Service Boardroom.

**4.) PUBLIC COMMENT: None**

**5.) OLD BUSINESS: None**

**6.) NEW BUSINESS: None**

**7.) CITY ADMINISTRATION UPDATE:**

Mrs. Languell stated that the 1<sup>st</sup> Quarter 2020 Electric Rate Tracker filing was passed at the City Council's December 2 meeting. Mrs. Languell felt it helped when Mr. Chance had explained to the City Council the need for the Grissom Water Rate increase to help fund the upgrades. Mrs. Languell said that she was impressed with Peru Utilities' employees.

**8.) CITY ATTORNEY UPDATE:**

Attorney Dustin Kern discussed the details with the Board regarding Clawson's non-response to Mr. Zartman's letter requesting a refund. Mr. Chance felt that Clawson's services in this matter were insufficient and poorly performed therefore the Board was in unison that Attorney Dustin Kern proceeds with the legalities.

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

**ORDINANCE 24-2019, GRISSOM WATER RATE:**

Mr. Chance noted that the revised Grissom Water Rate (Ordinance 24-2019) passed at the December 2 City Council meeting without any public comment and that individual letters were mailed to homeowners and business owners at Grissom notifying them of the new proposed rates/charges, effective date 1-1-2020. Wessler Engineering is approaching 60% for engineering and expects to be done in the next two weeks. Mr. Chance said that it is expected, to begin the bid process on January 28, 2020, with a bid opening scheduled for February 18, 2020, giving us three weeks to get everything in order. The State Revolving Fund (SRF) will then evaluate the bids and we will get Ice Miller's acceptance. If all necessary matters covered work out in our favor, we hope to close on the loan and begin construction in April or May of 2020. Mr. Chance stated that whether or not we receive any SRF or OCRA funding there is now a rate in place to support the Grissom Water Project.

**QUARTERLY COMMUNICATIONS BREAKFAST:**

Peru Utilities Quarterly Communications Breakfast is Tuesday, December 10, 2019, at the Miami County 4-H Community Building.

**2020 BUDGET:**

Mr. Chance handed out the 2020 Budget for the Board's review prior to the December 18 meeting where the Board will make its consideration. Prior to the December 18 Board Meeting an Executive Session has been scheduled for 3:15 p.m. for review of the 2020 Budget, union contract changes, pay range increases for non-union employees and a resolution for the Mayor, Clerk-Treasurer, PUSB and approval of a new contract from Attorney Dustin Kern.

**LINE DEPARTMENT:**

Work is continuing on 19 South, Mr. Hall said it is hoped to get substation #2 energized this week.

**SAFETY:**

Mr. France has updated the Spill Prevention Plan and now staff is reviewing it, he should have the Arc Flash Study results soon.

**OFFICE MANAGER:**

Mrs. Clark is preparing the loan documents for an inter-utility loan. The Business Office flooring installation will begin on December 16.

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**TECHNICAL SERVICES:**

Mr. Zartman has been coordinating with Q.C. Communications concerning the fiber project.

**10.) ADJOURNMENT:**

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

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Matthew Burnell, Secretary Peru Utilities Service Board