

**PERU UTILITIES  
MINUTES OF THE PERU UTILITIES SERVICE BOARD MEETING OF  
AUGUST 21, 2019**

The Peru Utilities Service Board held a meeting at the Peru office at 335 East Canal Street, Peru, Indiana, on August 21, 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: Attorney Dustin Kern, J. Chance, B. Tillett, N. Parkman, Z. See, J. Beisiegel, J. Clark, B. Zartman, B. Hall, J. Languell-City Council Liaison, and A. Sitka-Wessler Engineer.

Mr. Chance introduced Mr. Zac See, Division of Water Management Foreman. Mr. See attended Purdue University in West Lafayette and has a Bachelor Degree in Mechanical Engineer Technology. He was the former owner and manager of the Breakaway Bike and Fitness Shop in Peru. Mr. See started his employment with Peru Utilities August 5. Board Chairman Mr. Akers, on behalf of the Board, welcomed him to Peru Utilities.

**1.) APPROVE BOARD MINUTES OF AUGUST 7, 2019:**

*Mr. Van Baalen moved to accept the Board minutes of August 7, 2019, meeting as mailed. Mr. Burnell seconded the motion. Ms. Costin abstained because she was not present at that meeting. Motion carried.*

**2.) PAYMENT OF CLAIMS:**

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

**3.) NEXT REGULAR MEETING:**

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

**4.) PUBLIC COMMENT: None**

**5.) OLD BUSINESS: None**

**6.) NEW BUSINESS:**

Mr. Chance asked for Board approval to amend the agenda and add Item 6-G, Approve Dark Fiber Lease Agreement. Ms. Costin moved to amend the agenda to add Item 6-G, Approve Dark Fiber Lease Agreement. Mr. Burnell seconded the motion. Amendment was unanimously approved.

**A.) APPROVE DISBURSEMENT REQUEST #65 FOR THE PERU WATER UPGRADES:**

The Board considered the following disbursement request #65 for the Peru Water Upgrades.

Disbursement #65, Wessler Engineering, for professional services, for \$150.00 for the Peru Water Upgrades.

*Mr. Burnell made a motion to approve disbursement request #65 for \$150.00. Mr. Van Baalen seconded the motion. Motion unanimously carried.*

**B.) APPROVE 4<sup>TH</sup> QUARTER 2019 ELECTRIC RATES – TRACKER ADJUSTMENT:**

Mr. Chance asked for acceptance of the 4<sup>th</sup> Quarter 2019 Electric Rates-Tracker Adjustment. For the 4<sup>th</sup> Quarter 2019, the tracker represents an average decrease in its schedule of rates for electricity sold in the amount of \$ -0.004928 cents per kilowatt-hour (kWh). Residential customers will experience a decrease of \$0.094 per 1,000 kilowatts. The 4<sup>th</sup> Quarter 2019 Tracker filing will be on the City Council’s September 9 agenda for their consideration.

*A motion was made by Mr. Van Baalen to accept the 4<sup>th</sup> Quarter 2019 Electric Rates – Tracker Adjustment and seconded by Mr. Burnell. Motion unanimously carried.*

**C.) APPROVE ENGAGEMENT LETTER ICE MILLER / LISA LEE BOND COUNSEL:**

Mr. Chance said that the engagement letter with Lisa Lee of Ice Miller is for the bond Counsel and legal services for the State Revolving Fund (SRF) financing. Her contract amount will be \$24,000.00 - \$29,000.00.

*Mr. Burnell made a motion to approve the fee agreement with Lisa Lee of Ice Miller for bond counsel for the Grissom Waterworks Project not to exceed \$24,000.00 - \$29,000.00. Ms. Costin seconded the motion. Motion unanimously carried.*

**D.) APPROVE ENGAGEMENT LETTER WESSLER ENGINEERING / GRISSOM WATERWORKS PROJECT:**

Mr. Chance stated that Wessler’s compensation for professional services is \$390,000.00 for the survey design and bid phases of the Grissom Waterworks project. It is hoped to have the bids opened by the middle of February. Mr. Chance and Mrs. Clark are working with the State Board of Accounts (SBOA) and asking for an inter-utility loan to temporarily fund the Grissom Waterworks project. Ms. Costin inquired the completion time for the Grissom Waterworks project. Mr. Sitka of Wessler felt that the project should be completed by June or July 2021. Mr. Chance stated that the Department of Corrections is aware of the need for this project and will be helpful in securing both the SRF Loan and OCRA Grant. The State is helping to expedite the lease for Well #6 at Grissom. Mr. Chance noted that if for some reason we do not receive the SRF funding at this time we will resubmit for the next available funding. Wessler’s engineering study will continue to be durable.

*Mr. Burnell made a motion to approve the agreement with Wessler Engineering for the survey design and bid phases of the Grissom Waterworks project for the amount of \$390,000.00. Ms. Costin seconded the motion. The motion unanimously carried.*

**E.) AUTHORIZING HIRING OF CORNERSTONE GRANTS MANAGEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT SUBMITTAL:**

Mr. Chance asked the Board to approve hiring Cornerstone Grants to submit the Community Development Block Grant (CDBG), Cornerstone’s fee will be 8% of the grant amount. We hope to receive \$700,000.00.

*Ms. Costin made the motion to hire Cornerstone Grants Management for the submittal of the Community Development Block Grant, for a fee of 8% of the total grant amount. Mr. Burnell seconded the motion. Motion unanimously carried.*

**F.) APPROVE BID SELECTION FOR GRISSOM SEWER LINING PROJECT:**

The Request for Proposals for the Grissom Sewer Lining Project as prepared by Mr. Parkman were reviewed. Four bids were received from the following vendors:

<b>Contractor</b>	<b>Submitted Bid Price</b>
<b>SAK Construction</b>	\$77,829.70
<b>Insituform Technologies</b>	\$84,459.00
<b>Layne Inliner, LLC</b>	\$93,600.00
<b>Inland Pipe Rehabilitation</b>	\$96,927.50

The low bidder is SAK Construction for the total amount of \$77,829.70, but Mr. Parkman said he is recommending awarding the bid to Insituform Technologies for the amount of \$84,459.00 based on being the next lowest bidder and criteria of the contract. This is because they have been good to work with and have the correct requirements specified in the contract. SAK Construct submitted the lowest bid but neglected to read in the contract where it specified that the process having to do with wetting out the liner had to be performed in Indiana.

*Mr. Van Baalen moved to accept the bid from Insituform Technologies for the total amount of \$84,459.00. Mr. Burnell seconded the motion. Motion unanimously carried.*

**G.) APPROVE DARK FIBER LEASE AGREEMENT:**

Mr. Chance asked the Board to approve an agreement with Broadway Broadband to lease a pair of dark fibers from Peru to Grissom for internet services at Grissom. The cost will be \$750.00/monthly or \$9,000.00/annually for a term of 3-4 years.

*Mr. Van Baalen made a motion to accept the lease agreement with Broadway Broadband for \$9,000.00/annually. Mr. Burnell seconded the motion. Motion unanimously carried.*

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

**8.) CITY ATTORNEY'S UPDATE:**

Attorney Dustin Kern reported that SBA sent him changes to the AT & T Agreement in addition, they have not yet reached a tentative agreement.

**9.) MANAGER REPORT:**

**GRISSOM WATERWORKS PROJECT:**

Mr. Chance spoke of meeting with Mr. Jim McGoff of the State Revolving Fund (SRF) and Mr. Sommers of the Department of Corrections (DOC) with regard to the Grissom Waterworks Project and felt that he had established a solid working relationship with both of them. He said that the DOC should be able to provide an answer within the next week regarding the DOC's buy-down of the Grissom water rate. After we receive the information on the rate buy down from the DOC we will have data in hand to calculate the new rate for Grissom water.

**PUBLIC HEARING | GAR ROOM MAIMI COUNTY COURT HOUSE:**

Mr. Chance stated that Peru Utilities would hold a public hearing regarding the Office of Community & Rural Affairs (OCRA) Grant September 17 @ 6:30 p.m. prior to the Miami County Council Meeting in the GAR Room at the Miami County Court House. Mr. Chance and Mr. Beisiegel will be presenting Wessler's Preliminary Engineering Report, which will illustrate to the public the need for the Grissom Waterworks upgrade. In order to receive the grant, the County will have to pass a Fair Housing Ordinance, which Amy Miller will assist with.

**69 KV LINE:**

Starting next week Gaylor Electric will be replacing 18 transmission poles and distribution equipment between Broadway and Substation No. 2.

**JOB DESCRIPTIONS:**

Mr. Chance, staff and the union are working revising all the job descriptions to more accurately illustrate job duties for the upcoming contract negotiations.

**August 21, 2019 – Cont'd.**

**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.*

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Matthew Burnell, Secretary Peru Utilities Service Board