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Mark Geskey

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**Wastewater
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Shihua Chen

**Project Management
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**WRD Maintenance
Manager**

Frank McGinley

Chief Deputy Engineer

Erik Hellmuth



**VALPARAISO CITY UTILITIES
BOARD OF DIRECTORS
MINUTES**

January 14, 2020

The Board of Directors of the Valparaiso City Utilities met in the Valparaiso City Utilities Board Room, 205 Billings Street, Valparaiso, Indiana on Tuesday, January 14, 2020 at 4:15 p.m. in an Executive Session regarding IC 5-14-1.5-6.1(b) 2B "*Initiation of litigation or litigation that is either pending or has been threatened specifically in writing*". Board members present were President Dave Bengs, Vice President Mike Sur, Secretary Lori Ferngren, and Treasurer Mark Thiros, Utilities Director Steve Poulos, City Administrator Mike Jessen, former City Administrator Bill Oeding and Attorney Mike Langer. The Executive Session concluded at 5:10 p.m.

The regularly scheduled meeting of the Valparaiso City Utilities commenced at 5:15 p.m. In attendance with the above mentioned Board Members, Utilities Director, City Administrator and Attorney Langer were Exec. Admin. Assistant Peggy Busse, CFO Alina Hahn, Water Operations Manager Shihua Chen, C&D Manager Mark Geskey, Project Management Director Nate McGinley and Wastewater Superintendent Paul Scott.

- The minutes of the December 10, 2019 meeting were reviewed and approved.
- The Board reviewed and approved the submitted claims.
- The annual Conflict of Interest Disclosure Statement for David Bengs was presented and approved with David Bengs abstaining from the vote.
- The annual Conflict of Interest Disclosure Statement for Michael Sur was presented and approved with Michael Sur abstaining from the vote.
- Alina Hahn presented 2020 insurance premium rates provided by Anton Insurance Company for our annual renewal of services. Premiums will be reduced from \$193,136 in 2019 to \$190,600 in 2020 due to a reduction in our Worker's Compensation mod factor. This amount does not include the Damon Run assets which will be billed separately. The Board approved the renewal of coverage with Anton Insurance Agency for 2020. Steve recommended that we coordinate with the City to solicit insurance proposals for 2021 to compare lowest premium costs.
- Alina presented the 2020 Public Official Bond for approval. This bond covers all board members and utilities director. The Board approved this bond.
- Alina presented the 2020 Blanket Bond (Commercial Crime Policy) for approval. The Board approved the 2020 Blanket Bond.
- Mark Geskey recommended approval of the Hawthorne East Phase 2 Developer Contract with Olthof Homes, LLC in the amount of \$162,067.13. Mark confirmed that all required documentation has been received as well as the full payment. Attorney Langer has reviewed and approved the contract. The VCU Board approved the contract with Olthof Homes, LLC for the Hawthorne East Phase 2 Development.
- Mark Geskey recommended approval of the Hawthorne East Phase 2 Contractor contract with Reichelt Plumbing, Inc. in the amount of \$121,949.50. Mark confirmed that all required documentation has been received. Attorney Langer has reviewed this document as well. The VCU Board approved the contract with Reichelt Plumbing, Inc.
- The request for purchase of the pick-up trucks was tabled.
- Steve Poulos presented Professional Services Amendment #2 with Wessler Engineering Inc. for the Water Loop Routing Evaluation. This amendment is for additional work requested by the County including such items as permits, right of way research and additional design. The amendment is not to exceed \$24,300.00.

The Board approved Amendment #2 with Wessler Engineering, Inc.

- Erik Hellmuth presented a Memorandum of Understanding between the Valparaiso Department of Parks and Recreation and Valparaiso City Utilities for use of the Bicentennial Park parking lot. Contractors have used the parking lot at Bicentennial Park as a staging area for the Burlington Beach Road Storm Sewer Installation Project which began in October 2019. This project was slated to be completed in two phases. The initial phase was completed in the fall of 2019. The second phase will begin as soon as the weather permits. The memorandum of understanding requests that in exchange for use of the parking lot, VCU agrees to repave the parking lot and driveway on or before May 1, 2020. As this agreement had not been presented to the Board previously and costs for repaving were unavailable, this memorandum was tabled until further information can be gathered.
- Erik Hellmuth presented a Memorandum of Understanding between the Valparaiso Department of Parks and Recreation and Valparaiso City Utilities for restoration to the Forest Park Golf Course following the completion of the Del Vista Storm Sewer Installation Project which commenced in the fall of 2019. This memorandum requests that restoration of sod, trees, etc. be completed in a timely fashion and that a “mutual understanding and agreement regarding access and placement of storm sewer lines on Forest Park Golf Course” be entered into. Erik confirmed that the cost of restoration was included in the project scope. The VCU Board approved this MOU.
- Erik Hellmuth presented a contract with RV Sutton in the amount \$19,900.00 for repairs to the Listenberger Drain Standpipe. This proposal had been approved at the 11/12/19 VCU Board meeting. The contract for services with RV Sutton to complete those repairs was reviewed by Attorney Langer and approved by the Board.
- Erik Hellmuth requested permission to enter into a professional services agreement with Marbach-Palm, Inc. to review and address ongoing issues with Candlewood Pond. The agreement with Marbach-Palm is in the amount of \$18,900. The VCU Board approved this agreement.

Meeting was adjourned.

Next Meeting: January 28, 2020

Dave Bengs, President

Lori Ferngren, Secretary