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**VALPARAISO CITY UTILITIES  
BOARD OF DIRECTORS  
MINUTES**

**February 12, 2019**

The Board of Directors of the Valparaiso City Utilities met in the Valparaiso City Utilities Board Room, 205 Billings Street, Valparaiso, Indiana on Tuesday, February 12, 2019 at 5:00 p.m. Board members present were President Dave Bengs, Vice President Mike Sur, Secretary Lori Ferngren, and Assistant Secretary Kurt Minko. Also in attendance were Utilities Director Steve Poulos, Attorney Mike Langer, Exec. Admin. Assistant Peggy Busse, CFO Alina Hahn, Wastewater Superintendent Paul Scott, C&D Manager Mark Geskey, Water Operations Manager Shihua Chen and Engineering Director Adam McAlpine.

- The minutes of the January 22, 2019 meeting were reviewed and approved.
- The Board reviewed and approved the submitted claims.
- The December 2018 Journal Entries were submitted and approved.
- The 2018 Adjusting Journal Entries were submitted and approved.
- The January 2019 Journal Entries were submitted and approved.
- The December 2018 Financials were submitted and approved.
- The January 2019 Financials were submitted and approved.
- Alina Hahn requested a sewer adjustment for Opportunity Enterprises, 203 Appletree Lane. VCU detected high consumption for this location. Following investigation, a broken pipe was discovered; however, the excess water appeared to be draining to the exterior of the home and not into the sewer system. Therefore, a sewer adjustment of \$406.35 was requested. The VCU Board approved this request.
- Mark Geskey presented a final change order for the Lafayette and Brown Street Water Main Replacement Project. Mark explained that they were presented with a number of unexpected obstacles that required additional bends, valves, and a cross. Steel plates were installed to cover a trench to cause minimal disruption to traffic flow for the V-line. The change order increase was in the amount of \$22,079.00 bringing the total project to \$425,068.17, approximately 8% over budget, but still under the engineering estimate of \$471,000.00. The board approved the change order for the Lafayette and Brown Street Water Main Replacement Project.
- Shihua Chen requested upgrades to an additional six (6) SCADA panels at a cost of \$92,000. Shihua explained that this improvement is part of the 2018 Strategic Plan and funding is available through the 2019 Capital Improvement Budget and additional funds in the 2019 Operating Budget. Shihua received a proposal from Wunderlich-Malec to complete this project, and also solicited a proposal from B.L. Anderson who declined to submit a bid. The VCU Board approved the proposal from Wunderlich-Malec in the amount of \$92,000 to replace the six (6) SCADA panels.
- Shihua Chen submitted three (3) proposals from local car dealerships for a new pick-up truck for the Water Department. Following review of the proposals, discrepancies in specifications were discovered. Shihua will supply the vendors with more detailed specifications and request new bids be submitted.
- Adam McAlpine, along with Randell Peterson from Abonmarche Engineering, presented their findings following the completion of Task 1 of the Burlington Beach Road North Storm Water Sewer Project-Abonmarche Services Agreement. Task 1 required Abonmarche to complete initial research and conduct meetings with all

stakeholders. Discussions were held with all pertinent regional regulators and a kick-off meeting was held on January 14, 2019 with a VLACD representative and the City of Valparaiso to review the proposed storm sewer reroute, project requirements and potential environmental impacts. The final determination revealed that only a Regional General Permit from USACE may be needed for this project. There were no other objections. The VCU Board members agreed to move forward with the remaining task order of the Abonmarche services agreement. The Board requested that Steve Poulos forward a letter to the VLACD Board informing them that we are moving forward with the design of the project with the intent to bid and construct this project in 2019.

- Following review of bids submitted at the prior board meeting on 2/22/19, Adam McAlpine requested the VCU Board award the Beauty Creek Project C1 contract to Cardno, Inc. as the lowest, most responsive bidder in the amount of \$59,855.50. The Board approved this recommendation.
- Adam requested approval of the Beauty Creek Project C1 contract with Cardno, Inc. in the amount of \$59,855.50. The Board approved this contract.
- In order to complete the Beauty Creek Project C1, five temporary Right of Entry Agreements needed to be entered into. The following temporary Right of Entry Agreements were presented for approval:
  - Manchester Meadows Open Space Parcel B
  - Manchester Meadows Open Space Parcel C
  - Shelly Wilson, 2105 Emmett Court
  - Stephen and Subhasiriwatana Kendall, 2104 Emmett Court
  - Stephen and Subhasiriwatana Kendall, 2106 Emmett CourtThe Board approved these temporary Right of Entry Agreements.
- Required maintenance and monitoring activities are associated with the Beauty Creek C1 Channel Relocation Project as dictated by the DNR. A professional services agreement with Cardno, Inc. in the amount of \$15,100 was presented for approval to provide these services. The VCU Board approved this agreement.
- In staff reports, Shihua Chen accepted the Indiana AWWA Wendell LaDue Utility Safety Award for a Class II facility presented to the Valparaiso City Utilities at the January Indiana AWWA Conference. This award is in recognition of distinguished safety practices and an outstanding safety record for the prior five years. This nomination now moves to the state level for consideration.

Meeting was adjourned.

**Next Meeting: February 26, 2019**

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Dave Bengs, President

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Lori Ferngren, Secretary