

**MINUTES OF THE REGULAR MEETING
COMMON COUNCIL
February 27, 2012**

The Common Council of the City of Rensselaer met on February 27, 2012 in regular session in Council Chambers of City Hall. Mayor Stephen Wood called the meeting to order at 6:00 p.m. followed by invocation offered by Overton and the Pledge of Allegiance.

Answering roll call were: Mayor Stephen Wood; Clerk-Treasurer Frieda Bretzinger; Council Members Scott Barton, Bill Hollerman, Russ Overton, George Cover, Ernest Watson; City Attorney Mike Riley; Park Supt Joe Effinger; Cemetery Supt Ron DeMoss; Building Commissioner and Fire Chief Kenny Haun; Police Chief Jeff Phillips; Utility Office Manager Tammy Wisley; Gas Utility Representative Carol Lockridge; Electric Utility Coordinator Donna Cochran; Electric Plant Supt Claude Grow; Street Supt Mike Murphy; Project Coordinator Jerry Lockridge. Electric Utility Line Supt. Tom Phegley and Amber Tomlinson with the Rensselaer Republican were absent.

Also in attendance were: Jean Fredrick, Bill Bricker; Alma Messman; Stace Pickering with C/I; Kerry Vincent with ISC; Deputy Fire Chief Wade Shuey and Bill Wornhoff.

The minutes of the February 13, 2012 regular meeting and February 21, 2012 special council meeting were presented and approved upon a motion by Barton and second by Overton.

Citizen Comments and Petitions: There were none.

Ordinance 11-2012, An Amendment to Ordinance 05-2011, Policies and Procedures: Bretzinger said we had an IRS representative in last week for a compliance check. She said we were doing our meal reimbursements wrong. If the employee is on city business for one day and is not spending the night, the meal is considered a fringe benefit by IRS Code and is taxable. We are supposed to reimburse these meals through payroll for taxing purposes. This amendment reflects the new procedure and replaces the old policy. Bretzinger said she would expect them to come back in and make sure we are compliant. There was a motion by Hollerman, second by Overton, to approve Ordinance 11-2012 as presented. The motion passed unanimously.

Ordinance 10-2012, Return Outstanding Warrants to Original Funds: Bretzinger said this is done each year. By state law, outstanding checks two years old or older from December 31st of the previous year are declared cancelled. We prepare an ordinance to officially cancel the checks and remove them from the outstanding check list. There was a motion by Barton, second by Hollerman, to approve Ordinance 10-2012 as presented. The motion passed unanimously.

DNR Site Approval Contract: Lockridge said we had Commonwealth Engineers do a preliminary contact with the Dept. of Natural Resources for a site approval of the Storm King that's in our Long Term Control Plan. The site is by our lift station near Weston Cemetery. The contract is for \$10,000.00. There was a motion by Cover, second by Watson, to sign the contract. The motion passed unanimously.

69 kV Transformer Bid Opening Recommendation: Kerry Vincent with ISC said he has gone over the bids for the Step-Up Power Transformer for the generation plant substation. There is a transmission line being constructed from the generating plant to Eger Sub. Currently our distribution system is a 12kV line and with more generation capability we are pushing those lines to the maximum load. That is the reason for the 69kV line. This transformer will take the 12,000 volts and step it up to 69,000 volts. He listed two options from the bids, a 20 MVA unit and a 33 MVA unit. This past summer the city's load peaked at 25 MVA. We have about 16 MVA of generation. If the city decided it wanted to add another generator, we may creep up to 22 to 26 MVA. He budgeted \$850,000.00 for this transformer. Option 1 is for a 20 MVA unit, and Waukesha came in the lowest at \$366,811.00 but they have a payment plan which is 30% after receipt of order, 30% after released to manufacturing, 30% when unit is shipped and 10% when unit is delivered. He asked in the bid for a 90%/10%, which means 90% payable when unit is delivered and 10% within 45 days after it's certified and in service. If the city decides to go with a 20 MVA unit and the payment plan is not something that Bretzinger feels we should agree to, the next unit is from Delta Star at a cost of \$377,645.00. Option 2 is for a 33 MVA and comparison in price for the MVA difference is less than \$100,000.00 and is something the city should look at. Delta Star came in the lowest at \$460,803.00. He recommends Option 2 with Delta Star at a cost of \$460,803. Cover said it would make sense to him to plan for the future and when we need to replace a generator we would purchase a larger one. There was a motion by Cover, second by Hollerman, to go with Vincent's recommendation and purchase the 33 MVA transformer from Delta Star. The motion passed unanimously. Bretzinger verified that 90% is due at delivery and 10% after installation. Vincent said that was correct.

Cemetery Deed Request: Bretzinger said she had a cemetery deed request for Randall Ownbey. There was a motion by Hollerman, second by Overton, to approve the request. The motion passed unanimously.

Request to Purchase Three Handheld Meters: Cochran asked permission to purchase three handheld meters. Each metered utility put in ERT's so the meters can be read electronically. At that time they were put in at 60 watt. The gas utility needed to purchase more ERT's and they can only get them in 100 watt. Our ten

year old handhelds won't read the new ERT's. She asked that the purchase of two of the handhelds be split between the four utilities at a cost of \$2,722.50. The gas utility needs to buy one handheld on its own at a cost of \$5,445.00 because it's the only way they can program the new ERT's. There was a motion by Cover, second by Watson, to purchase the three handhelds. The motion passed unanimously.

IMEA Membership: Wood said he would like to become a member of IMEA once again. They offer continuing education and safety meetings. Cochran said they also have two conferences a year and they include trade shows. She said the membership is \$8,300.00 but she thought we should try it for a year and evaluate it at the end of that year. Watson asked if that included the training. Cochran said no, it did not and we would be charged. Watson asked if there is any other training in the area that we could send our employees to. Cochran said we've utilized NIPSCO schooling but the problem is they only take 25 in a class and right now they are bringing on their own bunch of linemen so classes fill up fast. Bretzinger asked what the cost difference is to send a lineman to transformer school as a member versus non-member. Cochran said non-member attendance is \$900 and she thought member attendance was \$600-\$700. Watson asked if we receive information on what's going on. Cochran said we will get a newsletter. She said there are 72 municipalities in the state of Indiana and 68 of them belong. We would also participate in mutual aid. Cover thought we could try it for a year and then re-evaluate it in a year. Bretzinger asked if all training was in Indiana. Cochran said as far as she knew. There was a motion by Hollerman, second by Overton, to approve. The motion passed unanimously.

Administrative Comments: Overton asked that the Houston residents are put on the next council agenda.

Claims Approval: The claims were presented to council. There was a motion by Barton, second by Hollerman, to approve all claims. The motion passed unanimously.

Superintendents Reports:

Building Dept: Haun said he will be out of town Tuesday and Wednesday for some continuing education.

Electric Utility: Cochran reported she contacted IMPA about the iPads. She was told to contact The Apple Store at Keystone and they would cost \$499.00. It would be 6GB with wifi and a cover would be another \$40.00. Grow said he had nothing for council. They are doing some spot generation.

Fire Dept: Haun said the iPad may be of interest to the fire department so there may be one more purchase. He applied for a grant to maybe replace windows in the fire station and help with utility costs.

Gas Utility: Carol Lockridge thanked council for the purchase of the handheld. They are sending two people to WTH training on Friday. They will have two people attending a seminar in Olney, IL next week.

Parks Dept: Effinger reported they are painting inside the bathhouse. He is working on applications for summer help and baseball sign up.

Police Dept: Phillips told council that they will be testing the 22+ warning sirens on March 5th. He notified most employers of the GlobalConnect website through the sheriff's department.

Street, Sanitation, Water and Wastewater: Murphy said they are busy with maintenance at the plants and everything else is running normal. Jerry Lockridge asked to add some alternates to the Melville Tributary project since it is coming in about \$60,000.00 under budget. There are three alternates for a total of \$35,962.00 and that would be A2, A3 and A4. This would put 275' more pipe in the ground along with six structures. Wood said he had a couple of men come in and tell him when they put in Melville Street the contractor cut their sewer line. Lockridge said this was done at the old Schumacher plant. He is in contact with the contractor, engineer and insurance company to see how costs can be recovered. The contractor was E & B Paving with Dyer as the subcontractor. It happened in 2008 but wasn't heavily used so that's why they got by for so long. There was a motion by Barton, second by Cover, to add in the alternates for the Melville Tributary. The motion passed unanimously. Lockridge said the I-65 sewer line project contractor is under the river. They are hoping to have that done by week's end. They are working on the forced main along Bunkum Rd. He's hoping to have a conference call on Wednesday about McDonald's contamination site. Cover asked about the railroad crossing on US 231. Was it scheduled for this summer. Lockridge said that was his understanding.

Utility Office: Wisley provided her reports to council and will answer any questions.

Weston Cemetery: DeMoss said they have one more truck and mower to service. They've been cleaning out shrubs, trees and bushes.

There being nothing more to come before council, there was a motion by Cover, second by Barton, to adjourn. The motion passed unanimously and the meeting was adjourned at 7:00 p.m.

Stephen A Wood, Mayor

ATTEST:

Frieda Bretzinger, Clerk-Treasurer