

**Board of Directors**

**President**

*David Bengs*

**Vice President**

*Mike Sur*

**Secretary**

*Lori Ferngren*

**Treasurer**

*Mark Thiros*

**Assistant Secretary**

*Kurt Minko*

**Attorney**

*Michael Langer*

**Leadership Team**

**Utilities Director**

*Steve Poulos*

**Controller**

*Alina Hahn*

**Exec. Admin. Assistant/HR**

*Peggy Busse*

**Environmental Compliance Administrator**

*Edward Pilarski*

**C&D Manager**

*Mark Geskey*

**Metering/Backflow Adm.**

*Shaun Shifflett*

**Customer Serv/Billing Mgr.**

*Jordan Meinert*

**Wastewater Operations Manager**

*Paul Scott*

**Administrative Assistant**

*Cathy Fejer*

**Water Operations Manager**

*Shihua Chen*

**WRD Maintenance Manager**

*Frank McGinley*

**Deputy Engineer**

*Adam McAlpine*

**VALPARAISO CITY UTILITIES**

**BOARD OF DIRECTORS**

**MINUTES**



**May 24, 2016**

The Board of Directors of the Valparaiso City Utilities met at the Valparaiso City Utilities Board Room, 205 Billings Street, Valparaiso, Indiana on Tuesday, May 24, 2016 at 5:00 P.M. Board Members present were: President Dave Bengs, Vice President Mike Sur, Asst. Secretary Kurt Minko, and Treasurer Mark Thiros. Also present were Attorney Mike Langer, Environmental Compliance Administrator Ed Pilarski, Controller Alina Hahn, Exec. Admin. Assistant Peggy Busse, C&D Manager Mark Geskey, Water Operations Manager Shihua Chen, Wastewater Operations Manager Paul Scott, and Deputy Engineer Adam McAlpine.

- The minutes of the May 10, 2016 meeting were reviewed and approved.
- The Board reviewed and approved the submitted claims.
- Alina Hahn presented the April 2016 Financials which were approved.
- Shihua Chen presented the Wellhead Protection Phase I and 5 Year Update Recommendation. Shihua explained that this is a budgeted project and is a requirement with the Indiana Department of Environmental Management. This will update the current Wellhead Protection Plan that is in place for our existing well fields and provide a Phase I plan for the new well field. Shaun Shifflett solicited three bids for this project:
 

Inter/Arcadis	\$24,885.00
Santis Environmental, Inc.	\$27,900.00
Peerless Midwest	\$41,375.00

 Shihua recommended accepting the bid from Intera/Arcadis which was approved by the board.
- Paul Scott presented a proposal to address the asphalt issues around the wastewater plant and to circumvent further deterioration due to weather. Paul solicited bids from three contractors for these repairs:
 

Boyd Asphalt, Inc.	\$11,180.00
Indiana Asphalt	No bid received
Site Services	\$27,734.00

 Paul recommended acceptance of the bid from Boyd Asphalt, Inc. in the amount of \$11,180. This has been budgeted in the 2016 capital improvement plan. The board approved the bid received from Boyd Asphalt.
- In staff reports, Alina Hahn reminded the board members of the required Internal Controls training for all staff members. She asked that the board members view the video link she emailed to them and forward her a signed acknowledgment of the training. Alina is hoping to complete all Internal Controls training by June 30, 2016.

Meeting was adjourned.

**Next Meeting:**

**June 14, 2016**

\_\_\_\_\_  
Dave Bengs, President

\_\_\_\_\_  
Lori Ferngren, Secretary