

The regular meeting of the Peru Town Board was held on Monday May 22, 2023 at the Peru Town Hall. Those present were Mr. Brandy McDonald Supervisor (Excused); Mr. James Douglass, Deputy Supervisor; Mr. Kregg Bruno, Councilman; Mr. Melvin Irwin, Councilman; Mr. Richard Barber; Councilman, Mrs. Dianne Miller, Town Clerk. Also present were Mr. Courtney Tetrault, Water/Sewer Superintendent; Mr. Michael Farrell, Highway Superintendent; Mr. Tyler Jarvis; Deputy Highway Superintendent; Mr. Bob Guynup, Zoning Officer(Excused); Ms. Pamela Barber; Confidential Secretary to the Board, Mr. T'Chaka Sikelianos; Dog Control Officer,(Excused) and Mrs. Kristin Marino, Recreation Director(Excused).

The meeting was called to order at 6:00 PM by Mr. Douglass, with the Pledge of Allegiance.

**Motion** by Mr. Barber; seconded by Mr. Bruno to approve the minutes from the May 8, 2023. Regular Meeting.

**Ayes 4 Noes 0**

**Motion Carried**

**Community Input**

**NONE**

**RESOLUTION NUMBER: 23.05.22-1**

**A RESOLUTION TO PROCEED WITH THE ADVERTISING FOR BIDS TO PERFORM STUMPAGE AND CHIPPING FOR THE TOWN OF PERU'S PROPERTY ON THE 469 BRAND HOLLOW RD. TO BE COMPLETED BY AUGUST 12, 2023.**

**MOTION:** Mr. Bruno

**SECOND:** Mr. Irwin

**WHEREAS,** The Town of Peru Town Board has found a need to pursue the advertisement for the bidding process for stumpage and chipping on Town owned property. And,

**WHEREAS,** the Town Board has determined that the property at 469 Brand Hollow Rd. Town will be sold and should have this work done prior to sale. The work shall be completed on or before August 12, 2023; **NOW,**

**BE IT RESOLVED** that the Town Supervisor has authorized the Town Clerk to advertise to seek bids for stumpage and chipping. The bids shall be received and opened on June 12, 2023, at 10 am. The Town of Peru reserves the right to reject any or all bids. **AND, BE IT**

**RESOLVED,** that this Resolution shall take effect immediately.

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>Excused</b>	

**Carried: 4 Ayes 0 Noes**

**A RESOLUTION TO ADOPT THE CHANGE IN THE TOWN OF PERU EMPLOYEE HANDBOOK TO ADD AN EMPLOYEE CLASSIFICATION IN REGARD TO NEPOTISM**

**RESOLUTION NUMBER: 23.05.22-2**

**MOTION:** Mr. Barber

**SECOND:** Mr. Irwin

**WHEREAS**, The Town of Peru has determined that a uniform set of personnel rules, policies and requirements for employees and officers is an essential communication tool that promotes consistent and fair practices in the workplace; and

**WHEREAS**, the Peru Town Board has decided to update this document to ensure compliance with employment regulations, improve employee communications and create consistency in policy application; now therefore,

**WHEREAS**, this clause shall be added to “**Section 204-A of the Employee Handbook: PART-TIME SEASONAL JUNIOR EMPLOYEE**

For purposes of this Employee Handbook, a part-time seasonal junior employee will mean an employee who is scheduled to work less than 60 hours total for the season, and who is 18 years of age or under (age being measured at the end of the calendar year of employment). For purposes of this Employee Handbook, a part-time seasonal junior employee will not be subject to the Town’s nepotism rules as long as no other, non-family related part-time seasonal junior employee applies for the said position.”

**NOW, THEREFORE BE IT RESOLVED** that the Town Board adopts the Town of Peru Employee Handbook revision on May 22, 2023 **AND**,

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Melvin Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>Excused</b>	

**Carried: 4 Ayes 0 Noes**

**RESOLUTION NUMBER: 23.05.22-3**

**AUTHORIZING THE TOWN SUPERVISOR TO DECLARE THE WATER/SEWER DEPARTMENT 2005 HAULMARK TRAILER AS SURPLUS AND OFFER FOR SALE.**

**MOTION:** Mr. Bruno

**SECONDED:** Mr. Barber

**WHEREAS**, it is having been determined, in consultation with the Town Water/Sewer Superintendent, that the Town has no further need for a 2005 Haulmark enclosed trailer; and

**WHEREAS**, The Town has declared it as surplus equipment, and

**WHEREAS**, the Board is willing to put the trailer up for sale in “as is” condition with a minimum bid of \$5,000.; be it

**RESOLVED**, the Town Supervisor is hereby authorized and directed to make known to the public that such sale to be “as is” with no warranties or guarantees express or implied, such offer to sell the trailer. The Town of Peru reserves the right to reject any or all bids. The Bid shall be received by and opened at 10:15 am on June 12, 2023; it is further,

**RESOLVED**, this Resolution shall take effect immediately.

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	

	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>Excused</b>	

**Carried: 4 Ayes 0 Noes**

**RESOLUTION NUMBER: 23.05.22-4**

**AUTHORIZING THE TOWN SUPERVISOR TO DECLARE THE WATER/SEWER DEPARTMENT 2000 NEW HOLLAND BACKHOE AS SURPLUS AND OFFER FOR SALE ON AUCTIONS INTERNATIONAL WEBSITE.**

**MOTION: Mr. Barber**

**SECONDED: Mr. Bruno**

**WHEREAS,** it is having been determined, in consultation with the Town Water/Sewer Superintendent, that the Town has no further need for a 2000 New Holland Backhoe; and

**WHEREAS,** The Town has declared it as surplus equipment, and

**WHEREAS,** the Board is willing to put the backhoe up for sale in “as is” condition on the Auctions International website with a minimum bid of \$25,000; **BE IT**

**RESOLVED,** the Town Supervisor is hereby authorized and directed to make known to the public that such sale to be “as is” with no warranties or guarantees express or implied, such offer to sell the backhoe on Auctions International. The Town of Peru reserves the right to reject any or all bids.; it is further,

**RESOLVED,** this Resolution shall take effect immediately.

<b>Roll Call:</b>	<b>YES</b>	<b>NO</b>
<b>Richard Barber, Jr.</b>	<b>x</b>	
<b>Kregg Bruno</b>	<b>x</b>	
<b>James Douglass</b>	<b>x</b>	
<b>Mel Irwin</b>	<b>x</b>	
<b>Brandy McDonald</b>	<b>Excused</b>	

**Carried: 4 Ayes 0 Noes**

***Review of Town Court Proposals for Heating and Air Conditioning***

Mr. Fixit Group and J. Hogan Refrigeration submitted proposals/quotes for the Town Court heating and air conditioning replacement. Mr. Tetrault requested a third but was never submitted. After discussion- Mr. Bruno stated he did not know a lot about Mr. Fixit and would like references, he felt J Hogan was more detailed and also submitted natural gas proposal as requested by Mr. Tetrault, Mr. Fixit did not. Both companies included heating coil due to the heat pump wasn't enough. Mr. Tetrault also stated even with limited knowledge on air conditioning/heating systems J. Hogan units has higher efficiency proposed.

**Motion** by Mr. Barber seconded by Mr. Bruno to recommend J. Hogan Refrigeration to replace Town Court air conditioning and heating system in the amount of \$18,996.00.

**4 Ayes 0 Noes**

**RESOLUTION NUMBER: 23.05.22-5**

**A RESOLUTION AWARDDING THE HEATING/AIR CONDITIONING FOR QUOTES FOR THE PERU TOWN COURT BUILDING.**

**MOTION: Mr. Barber**

**SECOND: Mr. Bruno**

**WHEREAS**, the Town Board has requested three (3) quotes (only received 2) in response to its request for same in connection with the heating and air conditioning for the Peru Town Court Building; and

**WHEREAS**, the Town Board agrees that J. Hogan Refrigeration, Inc. was the most responsible bidder on the heating and air conditioning quote request.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the quote of J. Hogan Refrigeration, Inc. for the heating and air conditioning replacement at the Peru Town Court of \$18,996.00 (Eighteen Thousand Nine Hundred Ninety Six Dollars) is hereby accepted and the Town Supervisor is hereby authorized to execute any further documentation necessary to facilitate and/or consummate the bid contract for a price not to exceed this amount; and it is further

**RESOLVED**, that this Resolution shall take effect immediately.

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>Excused</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	

**Carried: 4 Ayes 0 Noes**

**RESOLUTION NUMBER: 23.05.22-6**

**A RESOLUTION AUTHORIZING THE HIRING OF KYLE SPEAR AS A MOTOR EQUIPMENT OPERATOR I AS OF MAY 23, 2023, DUE TO THE CURRENT OPENING IN THE HIGHWAY DEPARTMENT.**

**MOTION:** Mr. Barber

**SECOND:** Mr. Bruno

**WHEREAS**, the Town Board has agreed that a new permanent full time MEO I is necessary for the effective operation of the Peru Town Highway Department following the recommendation of the Peru Highway Superintendent, Michael Farrell.

**BE IT**

**RESOLVED**, that Kyle Spear will be hired as a full time MEO I for the Town of Peru Highway at an hourly rate of pay to be \$22.34, with a start date of June 6, 2023. Due to the current open position at the Peru Highway Garage, the Peru Town Board hereby authorizes the hiring of Kyle Spear for a permanent position with a one year probationary period.

**AND, BE IT**

**RESOLVED**, that this Resolution shall take effect immediately.

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	

	<b>Brandy McDonald</b>	<b>Excused</b>	
--	------------------------	----------------	--

**Carried: 4 Ayes 0 Noes**

RESOLUTION NUMBER: **23.05.22-7**

A RESOLUTION APPROVING THE SALE OF THE TOWN WATER/SEWER DEPARTMENT’S 1985 FORD MODEL 1710 TRACTOR IN “AS IS” CONDITION TO JONATHAN BABBIE.

MOTION: Mr. Bruno

SECOND: Mr. Douglass

WHEREAS, Jonathan Babbie has offered to buy the Town Water/Sewer Department’s 1985 FORD MODEL 1710 Tractor in a bid received by Dianne Miller Town Clerk on May 22, 2023 at 10am, in “As Is” condition for the price of Four Thousand Four Two Hundred Fifty Dollars (\$4,250.00); and

WHEREAS the Town Board finds that this offer is reasonable and proper,

NOW, THEREFORE, BE IT

RESOLVED, that the proposed sale of the Town Water/Sewer Department’s 1985 FORD Model 1710 Tractor, In “As Is” Condition, to Jonathan Babbie is hereby approved for the amount of Four Thousand Four Two Hundred Fifty Dollars (\$4,250.00)

**RESOLVED**, this Resolution shall take effect immediately.

<b>Roll Call:</b>	<b>YES</b>	<b>NO</b>
<b>Richard Barber Jr.</b>	<b>x</b>	
<b>Kregg Bruno</b>	<b>x</b>	
<b>James Douglass</b>	<b>x</b>	
<b>Mel Irwin</b>	<b>x</b>	
<b>Brandy McDonald</b>	<b>Excused</b>	

**Carried: 4 Ayes 0 Noes**

***Other Business***

Mr. Tetrault stated Hometown Heroes banners will be displayed this week.

Mr. Douglass stated 4 wheelers have been riding on the walking trail causing damage. All individuals will be prosecuted for disobeying the policies.

Mr. Farrell stated a county contract is in effect for tree removal. Mr. Farrell stressed all tree removal businesses have the option to bid for the county contract. Wayne Wells cleaned the older truck to prepare the sale. Mr. Jarvis and the highway team attended training in chain saw safety. The newer Highway employees were all closely trained with the more seasoned employees on the paving. Mr. Jarvis stated “we want to do this only once”.

Ms. Barber stated the concert series is all set. Nine concerts are scheduled. Ms. Barber suggested a possible movie night. Mr. Bruno suggested “The Terminator”.

Mr. Barber recommended for the town to purchase a light tower. The light tower rented for the water break proved to be an asset for the job to get done.

***Public Comments on Agenda Items Only***

Mr. Ryan asked why the town engineer was not hired for the air conditioning/heating systems.

Mr. Ryan stated it appeared to him knowledge was very limited with the town personnel. The board stated an engineer was not needed, not only due to the potential cost but also respecting the knowledge of the businesses bidding on the project.

Mr. Ryan asked if the backhoe was being replaced. Mr. Tetrault stated the excavator was the replacement.

**RESOLUTION NUMBER: 23.05.22-8**

**A RESOLUTION AUTHORIZING THE POST-AUDIT PAYMENT OF CERTAIN CLAIMS, BILLS AND INVOICES OF THE TOWN**

**MOTION: Mr. Bruno**

**SECOND: Mr. Irwin**

**WHEREAS**, the Town Board has reviewed and audited the following claims, bills and invoices for services rendered and goods provided to the Town in May 2023:

From Town of Peru Vouchers in May 2023; #202300615 through and including #202300693

Abstract dated: 5/17/2023.

For the dollar amount totaling: \$213,636.44; of that, \$15,185.96 was wired, credit cards and prepaid; and \$198,450.48 is remaining to be paid and

**WHEREAS**, the Town Board finds said claims, bills, and invoices to be acceptable in form and reasonable in amount.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that payment of the aforementioned claims, bills and invoices is approved, and the Supervisor be and hereby is authorized to make such payment; and be it further,

**RESOLVED**, that this Resolution shall take effect immediately.

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>Excused</b>	

**Carried: 4 Ayes 0 Noes**

**Motion** by Mr. Barber; seconded by Mr. Irwin to adjourn the regular meeting at 7:00 PM.

**Ayes 4 Noes 0**

**Motion Carried**

\_\_\_\_\_ *Supervisor* \_\_\_\_\_ *Councilman*

\_\_\_\_\_ *Councilman* \_\_\_\_\_ *Councilman*

\_\_\_\_\_ *Councilman*