

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
JULY 15, 2013**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, July 15, 2013.

The meeting was called to order by Chairman Wayne Schuetter.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Wayne Schuetter – Chairman
Rick Stradtner – Vice Chairman
Doug Schulte – Secretary
Ken Sendelweck – Electric Commissioner
Alex Emmons – Wastewater Commissioner
Dave Hurst – Water Commissioner

ALSO PRESENT:

Jerry Schitter – Electric Distribution Manager
Ernie Hinkle – Gas & Water Manager
Ed Hollinden – Wastewater Manager
Bud Hauersperger – General Manager
Ashley Kiefer – Office Manager
Renee Kabrick – City Attorney

ABSENT:

Keith Masterson – Gas Commissioner

PLEDGE OF ALLEGIANCE (DVD-00:36)

Chairman Wayne Schuetter led the Pledge of Allegiance.

APPROVAL OF MINUTES (DVD-00:56)

Chairman Wayne Schuetter presented the minutes of the June 17, 2013 Regular Meeting and the July 8, 2013 Special Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Rick Stradtner made a motion to approve the minutes of the June and July meetings as presented. Ken Sendelweck seconded the motion. Motion approved, 6-0.

LINEMEN POSITIONS (DVD-01:31)

Jerry Schitter stated that he has filled the two open linemen positions with two linemen apprentices. Alex Huther and Adam Meece both started today.

JASPER CLEAN ENERGY MONTHLY REPORT (DVD-01:58)

Bud Hauersperger explained the Jasper Clean Energy monthly report for June to the Board. Hauersperger stated that the Power Plant project does not qualify for the Duke Kentucky RFP. They will continue to look for potential power purchase candidates.

ELECTRIC PLANNING COMMITTEE REPORT (DVD-02:35)

Ken Sendelweck, Chairman of the Electric Planning Committee, stated the Committee did not meet during the past month.

ANR ODORIZER ORDERED & COST (DVD-02:40)

Ernie Hinkle stated that the ANR odorizer was ordered and cost \$40,588. The odorizer price came in below the anticipated cost of \$45,000.

RESULTS OF SERVICE TRUCK QUOTE OPENING (DVD-03:02)

Ernie Hinkle stated that the service truck that was quoted at last month's USB meeting was ordered from Sternberg Ford in Dale for \$14,125. It was the low quote and met specifications.

GAS PLANNING COMMITTEE REPORT (DVD-03:26)

Wayne Schuetter, Chairman of the Utility Service Board, stated the committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT (DVD-03:32)

Dave Hurst, Chairman of the Water Planning Committee, stated the committee did meet on July 2, 2013. The Committee discussed the Beaver Lake water levels. The general consensus of the lake users seems to be that the water level is 9 to 11 inches lower than it was before the spillway work started. Morley and Associates from Evansville has been contacted about doing a preliminary study for a not-to-exceed amount of \$8,000. The study will include looking at previous reports and talking to the DNR about the past history of the spillway. The firm will then look at the new plans and see if they are in line with what was done in the past and follow the correct reference points. Hauersperger also asked the firm to survey some points around the lake to get a more accurate picture. The firm will then put a report together. The firm should begin the study within the next week and finish within approximately one month.

Alex Emmons made a motion to approve signing the agreement with Morley and Associates, contingent upon them signing our professional services agreement, for a not-to-exceed amount of \$8,000. Dave Hurst seconded the motion. Motion approved, 6-0.

Ernie Hinkle informed the Board that the Water Department is in the process of getting four stationary buoys to mark the spillway for boaters. They will also be installing pool lane markers on both sides, all the way to the bank. Hinkle feels these extra warnings will sufficiently warn boaters of the spillway.

The Committee also discussed the Ireland Water contract changes. Ireland Water is a customer who buys wholesale water from the City. Ireland Water is upgrading their system. They want to change their current contract maximum with the City from 350,000 to 700,000 gallons per day.

Attorney Kabrick has amended the current contract with Ireland Water. Kabrick also added verbiage to the contract for drought circumstances and copied the City's water conservation measures into the contract. Ireland Water will be responsible to make their own mandates to their customers to stay within the usage during drought circumstances.

Andy Hulsman, with Ireland Water, picked up the amended contract for review by their Board, which meets the first Monday of every month. The Utility Service Board tabled approval of the amended contract until the next USB Meeting.

The Committee also discussed the 3rd Avenue Water Main Replacement Project. Huersperger spoke with the engineer for the project and he feels that the project should begin as soon as possible, so that the trenches could be filled with base, instead of rock. Therefore the engineer advised the City to bid the project in August. Chairman Schuetter reminded the Committee that the project will be funded completely in-house. There will be no need for a rate increase to fund the project, due to the savings that were received from refinancing the Waterworks revenue bonds.

Attorney Kabrick stated that a Wage Determination Hearing is scheduled for August 8, 2013 at 10:00AM. Dave Hurm has agreed to represent the Utility Service Board during the Wage Determination Hearing.

Doug Schulte made a motion to approve Dave Hurm for the Utility Service Board's representation at the Wage Determination Hearing set for August 8, 2013. Dave Hurst seconded the motion. Motion approved, 6-0.

The Committee also discussed the reorganization of the Gas and Water Departments. Huersperger introduced Ernie Hinkle, the newly appointed Gas and Water Manager. Huersperger would like to move Brad Thomas (Utility Locator/Easement Coordinator) to the Water and Gas Engineer position. Huersperger would also like to create a new position of Gas and Water Locator. This person would be a locator and also a member of the crew. The Gas and Water Departments would also like to start implementing the on-call policy that is being used in the other utility departments.

The Utility Service Board approved starting the hiring process for the Distribution Foreman at the Special Meeting on July 8, 2013.

Huersperger is still working on the job descriptions and wage changes in the Salary Ordinance for the other organizational changes presented. Huersperger also stated that he would like the Electric Generation employees to report to Jerry Schitter. Huersperger stated that he wants to schedule a combined Committee meeting with Gas and Water, as well as Electric and Wastewater, around July 29 and 30th to discuss all the necessary changes.

UPDATE ON THE EMERGENCY GENERATOR UPGRADE (DVD-21:35)

Ed Hollinden updated the Board on the emergency generator upgrade project. A change order was previously approved for a time extension until July 12, 2013. The contractor has reached the substantial completion date. The generator has been ran twice and passed the load bank test. The punch list has to be completed by August 16, 2013. Hollinden asked that the Board sign the substantial completion forms.

Rick Stradtner made a motion to give Ed Hollinden permission to sign the substantial completion forms for the emergency generator upgrade at the Wastewater Treatment Plant. Alex Emmons seconded the motion. Motion approved, 6-0.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-22:47)

Alex Emmons, Chairman of the Wastewater Committee, stated that the committee did meet on July 8, 2013. The Committee discussed the Alpine Enterprises private wastewater easement on Emily Street. The results of the Committee meeting were then shared at the Special Meeting which followed the Committee meeting on July 8, 2013.

Hollinden informed the Board that work on the sewer line started Wednesday, July 10th. Three hundred and twenty feet of sewer line out of approximately 1,000 feet has been laid. Two out of the four manholes have also been set. Work on the project is being inspected by the Wastewater Department.

UPDATE ON WAGE STUDY (DVD-23:50)

Hauersperger informed the Board that a Professional Services Agreement has been sent to Verisight regarding the wage study. Once Hauersperger hears back from them, the wage study will get started.

FINANCE COMITTEE REPORT (DVD-24:21)

Doug Schulte reported the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Dave Hurst made a motion to approve the claims as presented. Rick Stradtner seconded the motion. Motion approved, 6-0.

RESOLUTION FOR SALE OF WASTEWATER MAIN LINE CAMERA (DVD-25:02)

Attorney Kabrick presented Resolution #USB 2013-3 to the Board. The Resolution declares that the old Wastewater camera system be declared surplus and declares that the camera system should be transferred to the Patoka Lake Regional Water and Sewer District.

Ken Sendelweck made a motion to declare the main line camera from the Wastewater Department as surplus. Alex Emmons seconded the motion. Motion approved, 6-0.

Doug Schulte made a motion to approve Resolution #USB 2013-3. Dave Hurst seconded the motion. Motion approved, 6-0.

Hollinden stated that Patoka Lake Regional Water and Sewer District has agreed to pay \$10,000 for the main line camera. The company that serviced the equipment said that the equipment was worth between \$8,000 and \$12,000. Hollinden feels this is a good price.

There being no further business to come before the Board, the meeting was adjourned at 7:29PM upon motion by Alex Emmons and seconded by Dave Hurst. Motion approved, 6-0.

The minutes were hereby approved _____ with X without corrections this _____ day of _____, 2013.

Attest: _____
Secretary Chairman