

**MINUTES  
REGULAR MEETING  
UTILITY SERVICE BOARD  
JUNE 15, 2015**

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, June 15, 2015.

The meeting was called to order by Chairman Rick Stradtner.

**UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:**

Rick Stradtner – Chairman  
Doug Schulte – Vice Chairman  
Roger Seng – Secretary  
Alex Emmons – Wastewater Commissioner  
Wayne Schuetter – Electric Commissioner  
Dave Hurst – Water Commissioner  
Keith Masterson – Gas 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

**PLEDGE OF ALLEGIANCE** (DVD-00:41)

Chairman Rick Stradtner led the Pledge of Allegiance.

**APPROVAL OF MINUTES** (DVD-01:06)

Chairman Rick Stradtner presented the minutes of the May 18, 2015 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Wayne Schuetter made a motion to approve the minutes of the meeting as presented. Doug Schulte seconded the motion. Motion approved, 7-0.

**UPDATE ON SUBSTATION TECHNICIAN EMPLOYEE HIRE** (DVD-01:36)

Jerry Schitter informed the Board that Pat Miley was hired to fill the Substation Technician position. His start date is June 29, 2015.

### **PERMISSION TO HIRE OPEN LINEMAN POSITION** (DVD-01:56)

Jerry Schitter informed the Board that one of his linemen has resigned since the last Utility Service Board meeting. Schitter asked for the Board's permission to begin the hiring process for a new lineman or an apprentice lineman.

Wayne Schuetter made a motion to give Schitter permission to begin the hiring process for a new lineman or an apprentice lineman for the Electric Distribution Department. Alex Emmons seconded the motion. Motion approved, 7-0.

### **UPDATE ON PHASE 2 ENVIRONMENTAL ASSESSMENT** (DVD-02:56)

Bud Hauersperger informed the Board that he received a complete report for Phase 2 of the Environmental Assessment on the Power Plant. At this time, Hauersperger is talking to three engineering firms for Request for Proposals (RFP's) in order to determine potential salvage value of the Power Plant. Hauersperger is hoping to have proposals by the end of the month.

### **ELECTRIC PLANNING COMMITTEE REPORT** (DVD-04:24)

Wayne Schuetter, Chairman of the Electric Planning Committee, stated the committee did not meet during the past month.

### **RESULTS OF LOADER BACKHOE QUOTE OPENING (TRADE-IN ASSET #08TE006880)** (DVD-04:30)

Ernie Hinkle informed the Board that the Gas Department has accepted the low bid from Hopf Equipment for \$11,524 to purchase the loader backhoe. The bid did meet all specifications. There was also a trade in of asset #08TE006880. The Capital Expenditure plan amount approved for the loader backhoe was \$12,000.

Alex Emmons made a motion to approve the purchase of a loader backhoe from Hopf Equipment for the low bid of \$11,524, and to trade-in asset #08TE006880. Keith Masterson seconded the motion. Motion approved, 7-0.

### **UPDATE ON UV PROJECT** (DVD-05:53)

Derick Wiggins with Midwestern Engineers updated the Board on the UV project. Wiggins stated that the new building is nearly complete. The doors and HVAC equipment need to be installed, as well as the electrical and controls. Start-up has been scheduled for the week of July 6<sup>th</sup>. A meeting with Trojan, the UV equipment manufacturer, is scheduled for next week. Wiggins stated that the building should be treating water by the next USB meeting.

### **GAS PLANNING COMMITTEE REPORT** (DVD-07:10)

Keith Masterson, Chairman of the Gas Planning Committee, stated the committee did not meet during the past month.

### **WATER PLANNING COMMITTEE REPORT** (DVD-07:15)

Dave Hurst, Chairman of the Water Planning Committee, stated the committee did not meet during the past month.

### **WASTEWATER PLANNING COMMITTEE REPORT** (DVD-07:28)

Alex Emmons, Chairman of the Wastewater Planning Committee, stated the committee did not meet during the past month.

### **CITY HALL PARKING LOT CLOSED THIS WEEK – DRIVE-THRU OPEN** (DVD-07:40)

Ashley Kiefer informed the Board that the City Hall parking lot demolition started today. The parking lot is closed but the Utility drive-thru is still open. The parking lot should be finished in about a week, weather permitting.

### **BEAVER LAKE UPDATE** (DVD-08:18)

Hauersperger informed the Board that the bid documents for the Beaver Lake spillway modifications have been sent out. There is a walk-thru at the dam site for contractors scheduled this Thursday, June 18<sup>th</sup> at 10:00AM. Bids are due July 1<sup>st</sup>. There is a Special Utility Service Board meeting scheduled on July 1<sup>st</sup> at 10:00AM to open the bids.

### **FINANCE COMMITTEE- MEETING HELD JUNE 8<sup>TH</sup>- TELEPHONE SYSTEM RECOMMENDATIONS & SERVER UPDATE** (DVD-9:00)

Hauersperger informed the Board regarding a Finance meeting held on June 8<sup>th</sup> to discuss the telephone system recommendations and the server update. At the meeting Hauersperger passed out an IT summary sheet to the Committee members. The summary sheet included the 2015 Departmental Capital Expenditure plans, phone and cabling estimates, and the phone and cabling actual bids from the vendors.

The total actual cost for the phone system is \$23,185 over the Capital Expenditure plan. Hauersperger stated that at the time of the Finance meeting he did not have the project management costs from Technology Dynamics. Also, some of the breakdowns in the cost changed between the Utilities and the Civil City.

Hauersperger reviewed these changes with the Board. The Capital Expenditure plan for the Utilities portion of the phone system was \$83,075; the actual quote for the phone system was \$90,094. The difference in the amount is approximately \$7,000 over what was estimated in the Capital Expenditure plan. Hauersperger stated that the original estimates didn't account for the Utilities prorate share of the Civil City department's expenses, including Legal, Engineering, Personnel /Safety/Loss Control and the Clerk-Treasurer. Hauersperger also explained that no cabling costs from Site Wise were included in the Capital Expenditure plan. The additional cabling cost will be \$13,850. Hauersperger also received a proposal from Technology Dynamics for the phone project management cost. The Utility portion for the project management is \$4,545.

Hauersperger asked for the Board's permission to approve the \$90,094 for the phone system, the not-to-exceed \$13,850 for the cabling, and the \$4,545 for the project management. Hauersperger stated that the entire project will cost the Utilities \$108,489, which is \$25,414 over the Capital Expenditure plan. The project will be funded from the Depreciation funds in each Utility. Hauersperger stated that there is enough money in the funds to cover the additional expenses needed. Chairman Stradtner stated that all motions made regarding the phone system will be contingent upon approval by the Common Council at Wednesday's meeting. The Board of Public Works had already recommended approval of the project.

Wayne Schuetter made a motion to approve the bid from Matrix Integration for the phone system for \$90,094, contingent upon approval by the Common Council. Doug Schulte seconded the motion. Motion approved, 7-0.

Keith Masterson made a motion to approve the bid from Site Wise for the cabling for the phone system for a not-to-exceed \$13,850, contingent upon approval by the Common Council. Roger Seng seconded the motion. Motion approved, 7-0.

Wayne Schuetter made a motion to approve the bid from Technology Dynamics for the project management of the phone system for a not-to-exceed \$4,545, contingent upon approval by the Common Council. Dave Hurst seconded the motion. Motion approved, 7-0.

Hauersperger stated that at the meeting held on June 8<sup>th</sup> the Committee also discussed the server for City Hall. The total cost estimated for the server is \$55,000. The Utility's portion of the server is \$35,000, due to the Utility Business Office software taking up more space on the server. This amount is still \$10,000 over the Capital Expenditure plan. Hauersperger also stated that Technology Dynamics project management fees are not included in this amount.

Brian Scott with Technology Dynamics informed Hauersperger that two charter schools in the Indianapolis area will be closing their doors. The schools purchased new servers within the past two years and Scott wanted to know if the City would be interested in buying the used servers verses new ones. Hauersperger stated that Hewlett Packard will honor the service agreements for the used servers but Scott is still checking on the hard drive and data storage warranty and support.

Hauersperger informed the Board that he does not have the cost of the used servers from Scott at this time, nor does he have the project management fees from Technology Dynamics. Hauersperger asked for the Board's permission to table the discussion until the Special USB meeting to be held on July 1<sup>st</sup>, at this time he should have some firm numbers. Hauersperger stated that there may be a possible delay in the installation of the phone system if we don't purchase the used servers, and have to send out bids for a new server.

Wayne Schuetter made a motion to table the discussion regarding the server. Doug Schulte seconded the motion. Motion approved, 7-0.

#### **RESOLUTION USB 2015-4** (DVD-30:10)

Hauersperger presented Resolution #USB 2015-4 to the Board, recommending an additional wage differential to accommodate the provisions of welding services for the Gas Utility. Hauersperger stated that the City has to have certified welders to work on steel gas lines. There

is no one locally to do this work and to hire a firm from Evansville costs approximately \$90 per hour.

The Gas Department recently had one employee get his certification to weld steel gas lines. Hauersperger stated that many of our lines are now plastic, but we still need someone to weld the steel lines when necessary. Hauersperger stated that instead of giving an across-the-board pay increase to employees that have this certification, we would like to add a \$10 per hour differential pay, only when welding, to the Salary Ordinance. Chairman Stradtner complimented Hauersperger on the decision to have employees get this certification, which in return saves the Utilities money.

Keith Masterson made a motion to approve Resolution #USB 2015-4, recommending the additional wage differential to accommodate the provision of welding services for the Gas Utility to the Common Council. Dave Hurst seconded the motion. Motion approved, 7-0.

**FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET** (DVD-33:53)

Roger Seng reported that the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Doug Schulte made a motion to approve the claims as presented. Dave Hurst seconded the motion. Motion approved, 7-0.

**MAYOR** (DVD-34:52)

Mayor Seitz acknowledged the votes made by the Utility Service Board at tonight's meeting regarding the communication system changes for City Hall. The phone system in City Hall is 23 years old, therefore changes needed to be made, along with the server upgrade and fiber changes. These changes will make a fundamental impact on how the City of Jasper does business. Seitz once again thanked the Utility Service Board for their votes.

There being no further business to come before the Board, the meeting was adjourned at 7:37PM upon motion by Alex Emmons and seconded by Dave Hurst. Motion approved, 7-0.

The minutes were hereby approved \_\_\_\_\_ with   X   without corrections this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Attest: \_\_\_\_\_  
Secretary Chairman