



**TENTATIVE AGENDA
REGULAR MEETING
UTILITY SERVICE BOARD
OCTOBER 20, 2025, 6:00PM**

MEMBERS

Member	Appointing Authority	Term Began	Expiration Date	Member Since
Philip Schmidt	Mayor	01/01/2023	12/31/2026	01/01/2019
Bibianna Green	Mayor	01/01/2025	12/31/2028	06/01/2022
Roger Seng	Mayor	01/01/2023	12/31/2026	01/01/2015
Steve Hale	Mayor	01/01/2025	12/31/2028	01/26/2021
Tara Eckman	City Council	01/01/2023	12/31/2026	09/20/2017
Adam Auffart	City Council	01/01/2025	12/31/2028	06/23/2016
Brian Hostetter	City Council	01/01/2024	12/31/2027	06/27/2018

INFO DISCUSS ACTION

- | | | | |
|-------------------------------------|--------------------------|-------------------------------------|--|
| ☐ | ☐ | ☒ | 1. APPOINT ACTING CHAIRMAN – Brian Hostetter |
| ☐ | ☐ | ☒ | 2. CALL TO ORDER |
| ☐ | ☐ | ☒ | 3. ROLL CALL |
| ☐ | ☐ | ☒ | 4. PLEDGE OF ALLEGIANCE |
| | | | 5. APPROVAL OF MINUTES |
| ☐ | ☐ | ☒ | <ul style="list-style-type: none"> • Regular Meeting – September 15, 2025 |
| | | | 6. MANAGERS' REPORTS |
| | | | A. ELECTRIC - Stan Seifert |
| ☒ | ☐ | ☒ | 1. Request approval of Survalent support agreement renewal for \$15,589 – increase of \$1,448 from last year |
| ☒ | ☐ | ☐ | 2. Update on Northwest Substation project |
| ☐ | ☐ | ☐ | 3. Electric Committee Report - Brian Hostetter |
| | | | B. GAS & WATER - Tim Doersam |
| ☒ | ☐ | ☐ | 1. Update on annual gas leak survey |
| ☐ | ☐ | ☒ | 2. Request permission to send out chemicals' requests for quotes |
| ☒ | ☐ | ☐ | 3. Update on hydrant flushing |

☒	☐	☐	4. Beaver Lake drain to open on November 17 th for winter drawdown
☒	☐	☐	5. Update on 13 th Street & Dorbett Street main replacement project
☒	☐	☐	6. Beaver Lake dam & spillway inspection – November 7 th
☒	☐	☒	7. Request approval for 1 employee to attend AWWA North American Water Loss training on December 2-4th - \$495, plus lodging and meals
☒	☐	☒	8. Request approval for 5 employees to attend Midwest Damage Prevention training on November 11-13th - \$2,800 - no lodging or meals
☒	☐	☒	9. Request approval of Calcar Paving estimate of \$7,888.48 to repair Leopold/13 th Street due to water main break
☐	☐	☐	10. Gas Committee Report - Bibianna Green
☐	☐	☐	11. Water Committee Report - Phil Schmidt
C. WASTEWATER - Ed Hollinden			
☒	☐	☐	1. Update on sludge heater replacement project – sludge heater installed
☐	☐	☐	2. Wastewater Committee Report - Steve Hale
D. BUSINESS MANAGER - Ashley Kiefer			
☒	☐	☒	1. Resolution #USB 2025-2 – Close underground storage tank fund
☒	☐	☒	2. Request approval of GoGov contract renewal for \$5,040 for notification app – (Utilities to pay 50% or \$2,520)
☒	☐	☒	3. Request approval of Meraki Enterprise license renewal for \$10,279.85 – (Utilities to pay 50% or \$5,139.93)
E. GENERAL MANAGER - Rob Young			
☐	☐	☒	1. Resolution #USB 2025-4 – Recommending Salaries & Wages for 2026
☒	☐	☒	2. Request approval of contract assignment letter from Midwestern Engineers
☒	☒	☒	3. Approval of tariff adder of \$15,716.91 on purchase or large transformer from Virginia Transformer for Northwest Substation project
☒	☐	☐	4. Electric building initial design Request for Proposals sent out
☒	☐	☐	5. Update on Northside Wastewater Treatment Plant project a. Land acquisition draft agreements sent b. Discharge easement land discussion c. Working on establishing County rates
☐	☐	☒	F. FINANCE COMMITTEE REPORT - Tara Eckman
☐	☐	☐	7. LEGAL BUSINESS
☒	☐	☐	8. GENERAL BUSINESS • Mayor, Council Members, etc.
☐	☐	☒	9. ADJOURNMENT

- Next Regular Meeting set for November 17, 2025 at 6:00PM

Join Zoom Meeting

<https://us06web.zoom.us/j/81462386903?pwd=u0aIKbmgemZe4TzPbPa3XZhOhNptlP.1>

Meeting ID: 814 6238 6903

Passcode: 308724

All Meetings are Archived on YouTube

https://www.youtube.com/@cityofjasper_indiana