MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
SEPTEMBER 15TH, 2025

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 6:00 PM on Monday, September 15th, 2025.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

ROLL CALL:	In Person	By Zoom
Roger Seng – Chairman	☒	☐
Adam Auffart – Vice-Chairman	☒	☐
Tara Eckman – Secretary	☒	☐
Phil Schmidt - Water Commissioner	☒	☐
Brian Hostetter – Electric Commissioner	☒	☐
Steve Hale – Wastewater Commissioner	☒	☐
Bibianna Green – Gas Commissioner	☐	☒

ALSO PRESENT:

Ed Hollinden – Wastewater Manager	☒	☐
Tim Doersam – Gas and Water Manager	☒	☐
Stan Seifert – Electric Manager	☒	☐
Rob Young – General Manager	☒	☐
Ashley Kiefer – Business Manager	☒	☐
Renee Kabrick – City Attorney	☒	☐

PLEDGE OF ALLEGIANCE

Chairman Roger Seng led the Pledge of Allegiance.

APPROVAL OF MINUTES: AUGUST 18TH, 2025 REGULAR MEETING

Chairman Roger Seng presented the minutes from the August 18th, 2025 regular meeting with no corrections needed.

Tara Eckman made a motion to approve the minutes, Adam Auffart seconded the motion. Motion approved, 7-0.

ELECTRIC PLANNING COMMITTEE REPORT

Brian Hostetter, Chairman of the Electric Committee, stated the Electric Committee did not meet during the past month.

WATER – UPDATE ON FALL HYDRANT FLUSHING

Tim Doersam informed the board the fall hydrant flushing was halfway completed and will continue for a few more weeks.

WATER – BEAVER LAKE DRAIN TO OPEN ON NOVEMBER 17TH FOR WINTER DRAWDOWN

Doersam shared that the Beaver Lake drain would be opened on November 17th to start winter drawdown of the lake level.

WATER – REQUEST APPROVAL TO RENEW SUBSCRIPTION WITH 120 WATER FOR SERVICE LINE INVENTORY

Doersam requested approval to renew the subscription with 120 Water for service line inventory in the amount of $22,906.70. Doersam advised the quote is slightly higher than previous, due to adding LCR sampling to it. Doersam stated that the LCR sampling was done internally last year, but it created a lot of extra work and extra hours for the department.

Steve Hale made a motion to approve the subscription cost of $22,906.70 for 1 year. Brian Hostetter seconded the motion. Motion approved, 7-0.

GAS – ANNUAL GAS LEAK SURVEY TO BEGIN ON OCTOBER 14TH

Tim Doersam shared that USDI would be starting the annual gas leak survey on October 14th and would be working on it until around November 7th.

WATER – UPDATE ON WATER MAIN PROJECTS – 4TH STREET, 13TH STREET & DORBETT STREET

Doersam advised that 4th Street has been completed and cleaned up. Doersam also stated that the

13th Street & Dorbett Street project would be shutting off MacArthur Street and St. Thomas Medical Center on Tuesday, September 16th to tie those areas into the new main. Doersam advised that this would put the project at about 50% completion.

GAS & WATER – REQUEST APPROVAL FOR 5 EMPLOYEES TO ATTEND MIDWEST DAMAGE PREVENTION CONFERENCE – CONFERENCE $2,750 ($550 EACH)

Doersam requested approval for 5 employees to attend the annual Midwest Damage Prevention Conference, for a total of $2,750 or $550 each, including breakfast and lunch.

Adam Auffart made a motion to approve the cost to send 5 employees to the conference. Phil Schmidt seconded the motion. Motion approved, 7-0.

GAS PLANNING COMMITTEE REPORT

Bibianna Green, Chairman of the Gas Planning Committee, stated the Gas Committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT

Phil Schmidt, Chairman of the Water Planning Committee stated the Water Committee did not meet during the past month.

WASTEWATER – REQUEST APPROVAL OF QUOTE FOR 3 ACTUATORS FOR PRIMARY SLUDGE VALVES FOR $21,858 – (3 QUOTES REQUESTED)

Ed Hollinden requested approval of the quote for 3 actuators in the amount of $21,858 from Beck Electric Actuators. Hollinden advised that he had planned to replace these in the 2025 Capital Expenditure plan, and there are more to replace but they would likely be done in 2026. Hollinden stated that he had requested 3 quotes and the quote from Beck was the lowest.

Brian Hostetter made a motion to approve the quote from Beck Electric Actuators in the amount of $21,858. Steve Hale seconded the motion. Motion approved, 7-0.

WASTEWATER – REQUEST APPROVAL OF QUOTE FOR TUCKPOINTING VEHICLE/LIFT STATION MAINTENANCE BUILDING FOR $6,400 (4 QUOTES REQUESTED)

Hollinden requested approval of the quote from Oxley Masonry in the amount of $6,400 for tuckpointing the vehicle/lift station maintenance building that was built in 1950. Hollinden advised he requested 4 quotes and two did not provide a bid, with Oxley being the lowest bidder that did provide an estimate.

Tara Eckman made a motion to approve the quote from Oxley Masonry in the amount of $6,400. Brian Hostetter seconded the motion. Motion approved, 7-0.

WASTEWATER – UPDATE ON SLUDGE HEATER REPLACEMENT

Hollinden shared that the sludge heater had been delivered last week, and they would be installing it in the next two weeks.

WASTEWATER PLANNING COMMITTEE REPORT

Steve Hale, Chairman of the Wastewater Planning Committee, stated the Wastewater Committee did not meet during the past month.

BUSINESS MANAGER – RESOLUTION #USB 2025-2 – CLOSE UNDERGROUND STORAGE TANK FUND

Business Manager Ashley Kiefer advised that Resolution #USB 2025-2 would be tabled until the October Utility Service Board meeting.

BUSINESS MANAGER – ASSET DISPOSAL AUTHORIZATIONS

Kiefer requested authorization to submit the listed Utilities' Assets for disposal. Kiefer advised this happens once a year to keep the asset list current and send any items to the City auction that can be auctioned or scrapped.

Adam Auffart made a motion to approve the Asset Disposal Authorization list. Tara Eckman seconded the motion. Motion approved, 7-0.

GENERAL MANAGER – RESOLUTION #USB 2025-3 – AUTHORIZING SIGNATORY FOR SRF LOAN PROGRAM

General Manager Rob Young submitted Resolution #USB 2025-3 correcting the signatory on SRF Funding from Bud Hauersperger to Rob Young in order to move forward with the potential SRF Funding for the Northside Wastewater Treatment Plant project.

Phil Schmidt made a motion to approve Resolution #USB 2025-3. Steve Hale seconded the motion. Motion approved, 7-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET

Secretary Tara Eckman reported the Finance Committee had met tonight and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Brian Hostetter made a motion to approve the claims as presented. Adam Auffart seconded the motion. Motion approved, 7-0.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:12PM upon motion by Phil Schmidt and seconded by Steve Hale. Motion approved, 7-0.

The minutes were hereby approved_______ with ✓ without corrections this 20th day of October, 2025.

Attest: Tara B. Eckman, Secretary   B. K. Hostetter, Acting Chairman