



**TENTATIVE AGENDA
REGULAR MEETING
UTILITY SERVICE BOARD
NOVEMBER 17, 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. CALL TO ORDER |
| ☐ | ☐ | ☒ | 2. ROLL CALL |
| ☐ | ☐ | ☒ | 3. PLEDGE OF ALLEGIANCE |
| ☒ | ☐ | ☐ | 4. BID OPENING – Chemicals for 2026 – Water – (Advertised in the Herald on October 23 rd & October 30 th) |
| | | | 5. APPROVAL OF MINUTES |
| ☐ | ☐ | ☒ | <ul style="list-style-type: none"> Regular Meeting – October 20, 2025 |
| ☒ | ☒ | ☒ | 6. PUBLIC BUSINESS |
| | | | <ul style="list-style-type: none"> Petition for Vacation of Public Rights-of-Way & Easements – Northwood Village for North Ridge Estates II & III - Dennis Helms – on behalf of Kerstiens Development, Inc. |
| ☒ | ☐ | ☐ | 7. PRESENTATION OF 2026 CAPITAL EXPENDITURE PLAN DRAFT & COMMITTEE MEETING DATES |
| | | | <ul style="list-style-type: none"> Water & Gas - Monday, December 1st at 2:30PM – Pfaffenweiler Rm Electric & Wastewater - Tuesday, December 2nd at 10:30AM – Pfaffenweiler Rm |
| | | | 8. MANAGERS' REPORTS |
| | | | A. ELECTRIC - Stan Seifert |
| ☒ | ☒ | ☒ | 1. Request approval for purchase of heating/AC system from Hulsman |

			Refrigeration for \$5,340 for NW Substation building – (3 quotes received)
☒	☐	☐	2. Update on NW Substation project
☒	☐	☒	3. Request approval of Scope of Work agreement with CenterPoint for NW Substation project
☐	☐	☐	4. Electric Committee Report - Brian Hostetter
B. GAS & WATER - Tim Doersam			
☒	☐	☐	1. Update on gas leak survey
☒	☐	☐	2. Update on 13 th Street & Dorbett Street main replacement project
☒	☐	☐	3. Update on Beaver Lake Dam inspection
☒	☐	☒	4. Request approval to junk old AMR water meters no longer used – (no buyers found)
☒	☐	☒	5. Request approval for 8 employees to attend AWWA Water Institute & Equipment Expo on December 2 nd - \$1,520 – (which includes lunch)
☐	☐	☐	6. Gas Committee Report – Roger Seng
☐	☐	☐	7. Water Committee Report - Phil Schmidt
C. WASTEWATER - Ed Hollinden			
☒	☐	☒	1. Approve change order #1 on 2025 CIPP Lining project with Inliner Solutions
☐	☐	☐	2. Wastewater Committee Report – Roger Seng
D. BUSINESS MANAGER - Ashley Kiefer			
☒	☐	☒	1. Resolution #USB 2025-5 - Recommending amendment to the green power energy program rate
☒	☐	☒	2. Resolution #USB 2025-6 – Updating non-recurring charges for water meter parts charges
E. GENERAL MANAGER - Rob Young			
☒	☐	☐	1. Update on IMPA rate increase
☒	☐	☐	2. Update on Water Asset Management Plan – Draft review with Wessler Engineering on November 19 th
☒	☐	☐	3. Update on Electric building design RFP's – due date November 14 th
☒	☒	☒	4. Request approval of quote from Tyler Technologies for Advanced Cloud Reporting Services for \$3,750 – (one-time fee of \$250 & recurring annual fee of \$3,500)
☐	☐	☒	F. FINANCE COMMITTEE REPORT- Tara Eckman
☐	☐	☐	9. LEGAL BUSINESS
☒	☐	☐	10. GENERAL BUSINESS
			Mayor, Council Members, etc.



11. ADJOURNMENT

- Next Regular Meeting set for December 15, 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