

**MINUTES  
REGULAR MEETING  
UTILITY SERVICE BOARD  
JANUARY 20<sup>TH</sup>, 2026**

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 Tuesday, January 20<sup>th</sup>, 2026.

**APPOINT ACTING SECRETARY**

Chairman Roger Seng requested appointing Phil Schmidt as acting secretary for this meeting. Bibianna Green made a motion to approve Phil Schmidt as acting secretary for this evening's meeting. Brian Hostetter seconded the motion. Motion approved, 5-0.

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

<b><u>ROLL CALL:</u></b>	<b><u>In Person</u></b>	<b><u>By Zoom</u></b>
Roger Seng – Chairman	☒	☐
Steve Hale – Wastewater Commissioner	☒	☐
Bibianna Green – Gas Commissioner	☒	☐
Brian Hostetter – Electric Commissioner	☒	☐
Phil Schmidt – Water Commissioner	☒	☐

**ALSO PRESENT:**

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

**ABSENT:**

Adam Auffart – Vice Chairman  
Tara Eckman – Secretary

**PLEDGE OF ALLEGIANCE**

Chairman Roger Seng led the Pledge of Allegiance.

**REORGANIZATION OF THE UTILITY SERVICE BOARD FOR 2026 & APPOINT COMMISSIONERS & COMMITTEES FOR 2026**

Chairman Roger Seng announced that it is time for election of Officers and Utility Commissioners and advised that Vice-Chairman Adam Auffart had contacted all board members, and all agreed to remain in their current roles.

Steve Hale made a motion to approve keeping the current assignments. Phil Schmidt seconded the nomination. Motion approved, 5-0.

**APPROVAL OF MINUTES: DECEMBER 15<sup>th</sup>, 2025 REGULAR MEETING**

Chairman Roger Seng presented the minutes from the December 15<sup>th</sup>, 2025 regular meeting with no corrections needed. The minutes were approved, 5-0.

**WESSLER ENGINEERING PRESENTATION ON WATER ASSET MANAGEMENT PLAN FINDINGS**

Kurt Waninger with Wessler Engineering presented the Water Asset Management plans to the board. Rob Young thanked Wessler for all their hard work on the Asset Management Plan, which will help the Water department's functions and planning moving forward.

**ELECTRIC – UPDATE ON NORTHWEST SUBSTATION PROJECT**

Stan Seifert advised that the building has been completed and fencing would be going up starting this week.

**ELECTRIC – REQUEST APPROVAL OF CHANGE ORDER #1 FROM SEL ENGINEERING FOR REDUCTION OF \$8,076 ON RELAY PANELS FOR NORTHWEST SUBSTATION PROJECT**

Seifert requested approval of a change order from SEL Engineering of a reduction for the relay panels for the Northwest Substation in the amount of \$8,076.

Brian Hostetter made a motion to approve the change order from SEL Engineering for a reduction of \$8,076. Bibiana Green seconded the motion. Motion approved, 5-0.

**ELECTRIC – REQUEST APPROVAL FOR TWO LINEMAN TO ATTEND LINEMAN APPRENTICE TRAINING FOR \$10,000 EACH, OVER 4 YEARS, PLUS MEALS & HOTEL CHARGES WHEN OUT OF TOWN FOR TRAINING**

Stan Seifert requested approval of an amount not to exceed \$10,000/each for Lineman Apprentice training over the course of 4 years for 2 linemen. Seifert stated this includes training sessions spread out over 4 years for each lineman but does not include meals or lodging during times they are out of town for training.

Steve Hale made a motion to approve the not to exceed amount of \$10,000/each for 2 linemen for Lineman Apprentice training. Brian Hostetter seconded the motion. Motion approved, 5-0.

**ELECTRIC PLANNING COMMITTEE REPORT**

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

**WATER – REQUEST APPROVAL FOR 2 EMPLOYEES TO ATTEND AWWA CONFERENCE IN INDIANAPOLIS ON MARCH 23<sup>RD</sup> THOUGH 26<sup>TH</sup> - \$1,524 FOR HOTEL & CONFERENCE**

Tim Doersam requested approval for 2 employees to attend the AWWA conference in Indianapolis on March 23<sup>rd</sup> to 26<sup>th</sup> in the amount of \$1,524 for hotel and conference costs.

Phil Schmidt made a motion to approve the \$1,524 for 2 employees to attend the AWWA conference. Steve Hale seconded the motion. Motion approved, 5-0.

**WATER – UPDATE ON WATER RATE STUDY & FINANCIAL PORTION OF WATER ASSET MANAGEMENT PLAN WITH BAKER TILLY**

Doersam stated that they had authorized Baker Tilly to start working on the water rate study and financials and they had an anticipated timeline for completion of roughly 2 months from now.

**WATER – WATER QUALITY REPORTS- USE OUTSIDE VENDOR FOR MAILING**

Tim Doersam asked for the Board's permission to have Gemini Group print the water quality reports and mail them to our customers for \$9,063. Doersam stated this increased \$500 from last year's mailing.

Brian Hostetter made a motion to approve the purchase of the water quality reports from Gemini Group in the amount of \$9,063. Bibiana Green seconded the motion. Motion approved, 5-0.

**WATER – REQUEST APPROVAL FOR 2 EMPLOYEES TO ATTEND ALLIANCE OF INDIANA RURAL WATER CONFERENCE IN FRENCH LICK ON MARCH 17<sup>TH</sup> – 19<sup>TH</sup> FOR \$560**

Doersam requested approval for 2 employees to attend the Alliance of Indiana Rural Water Conference in French Lick on March 17<sup>th</sup> – 19<sup>th</sup> for a total amount of \$560.

Phil Schmidt made a motion to approve the cost of \$560 for 2 employees to attend the conference. Steve Hale seconded the motion. Motion approved, 5-0.

**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 FOR THREE EMPLOYEES TO ATTEND ALLIANCE OF RURAL INDIANA WATER CONFERENCE IN FRENCH LICK ON MARCH 17<sup>TH</sup> – 19<sup>TH</sup> FOR \$785**

Ed Hollinden requested approval for 3 employees to attend the Alliance of Indiana Rural Water Conference in French Lick on March 17<sup>th</sup> – 19<sup>th</sup> for a total amount of \$785.

Steve Hale made a motion to approve the cost of \$785 for 3 employees to attend the conference. Bibianna Green seconded the motion. Motion approved, 5-0.

**WASTEWATER – UPDATE ON RATES & INTERLOCAL AGREEMENT FOR DUBOIS COUNTY REGIONAL SEWER DISTRICT/ NORTHSIDE WWTP PROJECT**

Hollinden shared they had gone over the Baker Tilly rates and would continue to work on an interlocal agreement with the Dubois County Regional Sewer District for new plant. Hollinden stated that they are sharing info with the county continuously.

**WASTEWATER PLANNING COMMITTEE REPORT**

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

**BUSINESS MANAGER– APPROVE CONFLICT OF INTEREST DISCLOSURE STATEMENT – PHIL SCHMIDT**

Ashley Kiefer presented a Conflict of Interest Disclosure Statement to the Board on behalf of Utility Service Board member Phil Schmidt. Kiefer informed the Board that Phil Schmidt is the owner of Schmidt Contracting in Jasper. Jasper Municipal Utilities obtains supplies and services from Schmidt Contracting, which include heating and air-conditioning, plumbing, sheet metal, roofing, welding, and miscellaneous services.

Steve Hale made a motion to approve the Conflict of Interest Disclosure Statement from Utility Service Board member Phil Schmidt. Brian Hostetter seconded the motion. Motion approved, 4-0. Phil Schmidt abstained from voting on this motion.

**ALL UTILITIES –REMINDER ON NEXT REGULAR MEETING DATE - TUESDAY, FEBRUARY 17<sup>TH</sup>, 2026**

Kiefer reminded everyone that next month's meeting will take place on Tuesday, February 17th, 2026 due to the holiday on that Monday.

**GENERAL MANAGER – ROB YOUNG RESIGNING**

General Manager Rob Young announced to the board that he would be resigning from his position effective January 23<sup>rd</sup>. Young thanked the board for their support and noted that a lot of projects had been started and also finished during his tenure and he felt the stage was set for good activity yet to come. The Utility Service Board thanked Young for his work.

**FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET**

Acting Secretary Phil Schmidt 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.

Steve Hale made a motion to approve the claims as presented. Brian Hostetter seconded the motion. Motion approved, 5-0.

**MAYOR – REPLACE GENERAL MANAGER OF UTILITIES, ROB YOUNG, DUE TO RESIGNATION**

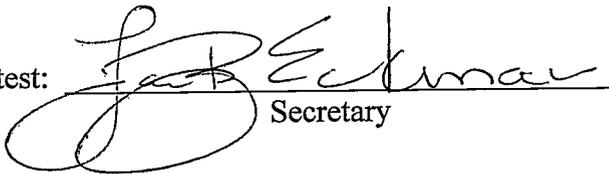
Mayor Dean Vonderheide thanked Rob Young for his service to the City and noted his appreciation for Young's leadership, professionalism, and advancement of the Utility

departments under his tenure. Vonderheide requested the Board to replace the General Manager of Utilities due to Young's resignation.

Steve Hale made a motion to approve the replacement request. Bibianna Green seconded the motion. Motion approved, 5-0.

There being no further business to come before the Board, the meeting was adjourned at 6:54PM upon motion by Brian Hostetter and seconded by Bibianna Green. Motion approved, 5-0.

The minutes were hereby approved \_\_\_\_\_ with  without corrections this 17<sup>th</sup> day of February, 2026.

Attest:   
Secretary

  
Chairman