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, August 21, 2017.

The meeting was called to order by Chairman Rick Stradtner.

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

Rick Stradtner – Chairman
Keith Masterson – Vice Chairman
Adam Auffart – Secretary
Wayne Schuetter – Electric Commissioner
Roger Seng – Water Commissioner
Michael Kern – Gas Commissioner

**ALSO PRESENT:**

Jerry Schitter – Electric Distribution Manager
Tim Doersam – Gas & Water Manager
Ed Hollinden – Wastewater Manager
Bud Hauersperger - General Manager
Renee Kabrick – City Attorney
Ashley Kiefer – Office Manager

**ABSENT:**

Alex Emmons – Wastewater Commissioner

**PLEDGE OF ALLEGIANCE** (DVD-03:20)

Chairman Rick Stradtner led the Pledge of Allegiance.

**MOMENT OF SILENCE** (DVD- 03:53)

Chairman Stradtner informed the Board that Mick Birge with News Now Dubois County passed away last week. Stradtner said that Mick covered the Utility Service Board meetings on a
regular basis and was very passionate about his work. Stradtner stated that he will be greatly missed. Chairman Stradtner asked for the Board to observe a moment of silence in his memory.

**ELECTRIC DISTRIBUTION DEPARTMENT - QUOTE OPENING: CT RATIO/BURDEN TESTER (DVD-04:27)**

Bud Hauersperger stated that two quotes were received for the CT ratio/burden tester. Hauersperger opened the quotes and read them aloud as follows:

1. **Brownstown Electrical Supply**  
   Brownstown, IN  
   Quote #1: $17,799.45 - Power Master 3302
   Quote #2: $22,464.65 - Power Master 7300

2. **Tesco**  
   Bristol, PA  
   Quote #1: $5,213.77

All quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

Chairman Stradtner stated that the 2017 Capital Expenditure amount for the CT ratio/burden tester was $5,300.

Jerry Schitter stated that he did request a third quote from Advanced Technical Sales but they did not respond. Schitter asked for the Board’s permission to purchase the CT ratio/burden tester for the low quote amount of $5,213.77 from Tesco, pending review of specifications.

Wayne Schuetter made a motion to accept the low quote from Tesco for $5,213.77 for the CT ratio/burden tester, pending review of specifications. Adam Auffart seconded the motion. Motion approved, 6-0.

**GAS & WATER DEPARTMENT – QUOTE OPENING: STEEL MEZZANINE (DVD-11:08)**

Bud Hauersperger stated that only one quote was received for the steel mezzanine. Hauersperger opened the quote and read it aloud as follows:

1. **Stac Material Handling**  
   Jasper, IN  
   $10,700.00

The quote included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.
Chairman Stradtner stated that the 2017 Capital Expenditure amount for the steel mezzanine was $13,000. Tim Doersam stated that two other quotes were requested but the companies did not reply. Doersam asked for the Board’s permission to purchase the steel mezzanine from Stac Material Handling in the amount of $10,700, pending review of specifications.

Michael Kern made a motion to accept the low quote from Stac Material Handling in the amount of $10,700 for the steel mezzanine, pending review of specifications. Keith Masterson seconded the motion. Motion approved, 6-0.

**GAS & WATER DEPARTMENT – QUOTE OPENING: LINE LOCATOR** (DVD-12:53)

Bud Hauersperger stated that only two quotes were received for the line locator. Hauersperger opened the quotes and read them aloud as follows:

1. C & S Solutions Harrison, OH $ 8,100.47

2. Ditch Witch Mid-States Shepherdsville, KY $ 7,486.75

The quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

Chairman Stradtner stated that the 2017 Capital Expenditure amount for the line locator was $7,300. Tim Doersam asked for the Board’s permission to purchase the line locator from Ditch Witch in the amount of $7,486.75, pending review of specifications.

Adam Auffart made a motion to accept the low quote from Ditch Witch in the amount of $7,486.75 for the line locator, pending review of specifications. Roger Seng seconded the motion. Motion approved, 6-0.

**WATER DEPARTMENT – QUOTE OPENING: GAC REPLACEMENT** (DVD-16:43)

Bud Hauersperger stated that three quotes were received for the GAC replacement. Hauersperger opened the quotes and read them aloud as follows:

1. National Water Services Paoli, IN $167,437.00

2. All Service Contracting Decatur, IL $133,664.00

Utility Service Board 3 08/21/17
3. Layne Christensen Co. $139,477.00
   Louisville, KY

All quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

Chairman Stradtner stated that the 2017 Capital Expenditure amount for the GAC replacement was $150,000. Tim Doersam asked for the Board’s permission to approve the GAC replacement from All Service Contracting in the amount of $133,664, pending review of specifications.

Wayne Schuetter made a motion to accept the low quote from All Service Contracting in the amount of $133,664 for the GAC replacement, pending review of specifications. Michael Kern seconded the motion. Motion approved, 6-0.

**WASTEWATER DEPARTMENT – QUOTE OPENING: MANHOLE RELINING (DVD-20:06)**

Bud Hauersperger stated that only one quote was received for the manhole relining. Hauersperger opened the quote and read it aloud as follows:

1. Spectra Tech LLC $ 240.00 per vertical ft.
   Noblesville, IN

The quote included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

Ed Hollinden stated that three quotes were requested but the other two companies did not respond. Hollinden stated that this price has been the same for the past three years with the same company, and is not-to-exceed $30,000.

Michael Kern made a motion to accept the quote from Spectra Tech for manhole relining in the amount of $240 per vertical foot, not-to-exceed $30,000. Wayne Schuetter seconded the motion. Motion approved, 6-0.

**WASTEWATER DEPARTMENT – QUOTE OPENING: MAINTENANCE TRUCK (DVD-22:36)**

Bud Hauersperger stated that two quotes were received for the maintenance truck. Hauersperger opened the quotes and read them aloud as follows:

1. Bob Luegers $29,492.00
   Jasper, IN
   (-) 6,500.00 (trade-in)

Utility Service Board 4 08/21/17
<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
<th>Trade-in Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Uebelhor &amp; Sons</td>
<td>$28,583.00</td>
<td>(-) $6,100.00 (trade-in)</td>
</tr>
<tr>
<td>Jasper, IN</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

$22,992.00

All quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

Chairman Stradtner stated that the 2017 Capital Expenditure amount for the maintenance truck was $35,000. Ed Hollinden asked for the Board’s permission to purchase the maintenance truck from Uebelhor & Sons for the low quote of $22,483, pending review of specifications.

Wayne Schuette made a motion to accept the low quote from Uebelhor & Sons for the maintenance truck in the amount of $22,483, pending review of specification. Keith Masterson seconded the motion. Motion approved, 6-0.

**APPROVAL OF MINUTES: JULY 17, 2017 REGULAR MEETING** (DVD-25:23)

Chairman Rick Stradtner presented the minutes of the July 17, 2017 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Wayne Schuette made a motion to approve the minutes of the meeting as presented. Roger Seng seconded the motion. Motion approved, 6-0.

**ELECTRIC GENERATION DEPARTMENT – POWER PLANT AIR PERMIT** (DVD-26:09)

Bud Hauersperger informed the Board that the air permit for the Power Plant was good until October 2018. Hauersperger explained that if the Board decides to renew the permit the process will take over a year to be approved.

Hauersperger explained that he has the paperwork to revoke the air permit for the Power Plant due to no longer using the Power Plant to burn coal. Hauersperger asked for the Board’s permission to proceed with the revocation of the air permit for the Power Plant.

Wayne Schuette made a motion to give Hauersperger permission to start the process with IDEM of revoking the air permit for the Power Plant. Adam Auffart seconded the motion. Motion approved, 6-0.

Wayne Schuette stated that the Board is still looking to move forward with the Power Plant property and the many options available. Keith Masterson stated that there may be emission
carbon credits available to be used once the revocation of the air permit is filed. Hauersperger will look into this and report back to the Board with his findings.

**ELECTRIC GENERATION DEPARTMENT – ELIMINATE PART-TIME POWER PLANT OPERATOR POSITION FROM 2018 SALARY ORDINANCE** (DVD-31:45)

Hauersperger asked for the Board’s permission to eliminate the part-time Power Plant Operator Position from the 2018 Salary Ordinance. This position was created in case the power plant needed to run to maintain the air permit or to show capacity payments, therefore retired employees could come in to run the plant. Since the plant will not be burning coal and the air permit is being revoked, this position is not needed in the 2018 Salary Ordinance.

Wayne Schuetter made a motion to eliminate the part-time Power Plant Operator Position from the 2018 Salary Ordinance. Keith Masterson seconded the motion. Motion approved, 6-0.

**ELECTRIC GENERATION DEPARTMENT – POWER PLANT UTILIZATION** (DVD-33:50)

Hauersperger informed the Board that they are still working with Pecos LLC on an agreement regarding utilization of the Power Plant. Pecos will be leasing the maintenance building on the Power Plant property to test City Wastewater samples. Attorney Kabrick is working with Pecos to get the agreement approved. Kabrick stated that the agreement should be ready to review by the next Utility Service Board meeting.

Wayne Schuetter made a motion to table any action to utilize the Power Plant maintenance building. Michael Kern seconded the motion. Motion approved, 6-0.

**ELECTRIC PLANNING COMMITTEE REPORT** (DVD-37:20)

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

**WATER DEPARTMENT – UPGRADING SCADA SYSTEM** (DVD-37:51)

Tim Doersam gave an update to the Board regarding the upgrading of the Scada system. Doersam informed the Board that new monitors and computers have been installed. Fine tuning of the software is still being tweaked and should be completed yet this month. The first stage of the five-year process is complete and working well.

**GAS & WATER DEPARTMENT – UPDATE ON DISTRIBUTION MECHANIC HIRING PROCESS** (DVD-38:38)
Doersam informed the Board that they are still in the process of hiring a Distribution Mechanic. Doersam hopes to complete the hiring process yet this month.

**GAS PLANNING COMMITTEE REPORT** (DVD-39:03)

Michael Kern, Chairman of the Gas Planning Committee, stated the Gas Committee did not meet during the past month.

**WATER PLANNING COMMITTEE REPORT** (DVD-30:09)

Roger Seng, Chairman of the Water Planning Committee, stated the Water Committee did not meet during the past month.

**WASTEWATER DEPARTMENT - PHOSPHORUS REMOVAL PROJECT** (DVD-39:15)

Hollinden informed the Board that he met with Steve Gress, with Donohue & Associates, on August 3rd and discussed the design for the Phosphorus Removal project. They are in the process of locating some underground utilities, which will help decide where to put the chemical tank. They will meet again on September 8th.

**WASTEWATER DEPARTMENT - PRIMARY CLARIFIERS** (DVD-39:52)

Hollinden informed the Board that the primary clarifiers are being delivered this week and will be installed. Hollinden reminded the Board that the contract with Midwestern Engineers was $27,500. Hollinden stated that a $12,000 inspection fee was not included in the original contract and was not approved by the Board.

Derick Wiggins with Midwestern Engineers informed the Board that at this time they are a little over $20,000 into the budget for the primary clarifier project. Wiggins feels they may need approximately $5,000 to $6,000 in addition to the $27,500 to complete the inspection during the painting portion of the project. Wiggins stated that the entire project is about 6 weeks. The painting portion will take about a month and will need part-time supervision during this time to check critical items for painting and coating applications. Wiggins, Hollinden, and Hauersperger all feel that the painting process is a critical part of the project and needs to have proper inspection throughout the process.

Wayne Schuetter made a motion to approve an additional not-to-exceed $5,000 for the engineering portion for the inspection of painting on the clarifiers. Keith Masterson seconded the motion. Motion approved, 6-0.

Attorney Kabrick asked Wiggins to complete a change order with the new scope of work for the inspection of painting the clarifiers.
WASTEWATER PLANNING COMMITTEE REPORT (DVD-48:53)

Rick Stradtner, Chairman of the Utility Service Board, stated the Committee did not meet during the past month.

GAS & WATER DEPARTMENT – ADD ONE (1) EACH TO DISTRIBUTION MECHANIC (FROM 5 TO 6) & HEAVY EQUIPMENT OPERATOR (FROM 1 TO 2) POSITIONS ON WATER & GAS DISTRIBUTION DEPT. ON 2018 SALARY ORDINANCE (DVD-49:02)

Bud Hauersperger explained to the Board that there is a need for additional Distribution Mechanics in the Gas and Water Departments. Hauersperger explained that at this time there are five positions listed in the Salary Ordinance and he would like the Board to consider adding one more position for a total of six. Hauersperger also asked for the Board to consider adding one more position to the Salary Ordinance for a Heavy Equipment Operator, making two positions available versus one.

Tim Doersam explained to the Board the need for the additional positions. Doersam stated that the work load has increased drastically and the need for preventative maintenance has increased in the past several years. Doersam stated that a perfect example was over July 4th weekend, with all the water main breaks. Employees were working 14 to 18 hours overtime and were exhausted, which could have caused safety issues. Doersam stated that problem areas need to be replaced before breaks occur, therefore replacing aging infrastructure needs to be looked at and we need more manpower. The City has expanded drastically in the past several years; therefore, our work load has also increased.

Doersam informed the Board that it has been 28 years since the Gas and Water Department has added additional employees to the Salary Ordinance. Hauersperger did present the possible Gas and Water position additions at the Council Budget Hearing in August. Hauersperger wanted the Council to be aware that there may be possible additions to the 2018 Salary Ordinance. The Council gave their approval to let the Utility Service Board make the decision to add the positions to the 2018 Salary Ordinance.

Hauersperger asked for the Board’s permission to add the two positions to the Salary Ordinance for 2018. Wayne Schuette stated that if additional money is necessary for the new positions the additional costs can be added to the Gas and Water rate studies, which are coming up within the next two years.

Wayne Schuetter made a motion to approve adding an additional position to the Distribution Mechanic and an additional position to the Heavy Equipment Operator in the Salary Ordinance for 2018. Roger Seng seconded the motion. Motion approved, 6-0.
Hauersperger requested the Board’s approval for an agreement with Matrix Integration regarding a Telecommunications Care Agreement. Hauersperger explained that this agreement is for the phone system that was just installed throughout the City. This is an annual agreement for $14,985, which will be split 50/50 with the Civil City. The Utility portion will be $7,492.50. The Board of Public Works has already approved the Civil City’s portion of the agreement.

Attorney Kabrick stated that the only agreement with Matrix was the initial installation agreement. The system is much more complicated than the one the City had before, therefore she feels the Telecommunications Care Agreement is necessary. This agreement is only for the phone system.

Chairman Stradtner asked if this was the last of the agreements for all the City phone and computer upgrades completed in the last several years. Hauersperger explained that one more agreement from Eck-Mundy for IT managed services, which includes proactive monitoring of the server, is also going to need to be approved by the Board in the near future.

Adam Auffart made a motion to approve the Telecommunications Care Agreement with Matrix Integration in the amount of $14,985, which the Utilities will pay $7,492.50 and will be split between all four Utilities. Michael Kern seconded the motion. Motion approved, 6-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-1:07:39)

Adam Auffart reported that the Finance Committee had met tonight and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Wayne Schuetter made a motion to approve the claims as presented. Roger Seng seconded the motion. Motion approved, 6-0.

CITY ATTORNEY – AMENDED COMMUNICATION DUCT AGREEMENT WITH SMITHVILLE (DVD-1:08:45)

Attorney Kabrick informed the Board that the City has been working with Smithville Communications with regards to a Shared Duct Lease agreement since December 2015. Recently Smithville has asked for the City’s permission to use another section of duct work that the City owns. Kabrick explained that during that discussion the City asked them for a
reciprocal agreement in which the City could use duct work installed by Smithville, which runs underneath Patoka River along South Newton.

Attorney Kabrick asked for the Board’s permission to amend the current Shared Duct Lease Agreement to include the duct work installed by Smithville under the river for our access, and the 2-inch duct work from Church Avenue to the Knies Lift Station, about 1/3 mile, for Smithville’s access. Kabrick stated that Smithville now has access to .77 mile of our duct work. With this amended agreement, they will have access to 1.15 miles of our duct work. The City would have access to .09 mile of Smithville’s duct work, which runs under the river.

Attorney Kabrick stated that the formal agreement is being reviewed by Smithville for changes at this time.

Roger Seng made a motion to grant approval to amend the Communication Duct Agreement with Smithville, contingent on Attorney Kabrick’s approval. Wayne Schuetter seconded the motion. Motion approved, 6-0.

Attorney Kabrick stated that the original effective dates for the agreement will remain the same as in the original agreement.

There being no further business to come before the Board, the meeting was adjourned at 8:15PM upon motion by Roger Seng and second by Keith Masterson. Motion approved, 6-0.

The minutes were hereby approved_______ with ___X___ without corrections this 18th day of September, 2017.

Attest: __________________________________    __________________________________
Secretary                  Chairman