

**MINUTES  
REGULAR MEETING  
UTILITY SERVICE BOARD  
MAY 18, 2020**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held remotely via a Zoom meeting at 7:00 PM on Monday, May 18, 2020.

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

Roger Seng – Chairman  
Tara Eckman – Vice Chairman  
Eber Menjivar – Secretary  
Phil Schmidt – Electric Commissioner  
Mike Harder – Water Commissioner  
Brian Hostetter – Gas Commissioner  
Adam Auffart – Wastewater Commissioner

**ALSO PRESENT:**

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

**PLEDGE OF ALLEGIANCE**

Chairman Roger Seng led the Pledge of Allegiance.

**ALL UTILITIES - PROPOSAL OPENING – ADVANCED METERING  
INFRASTRUCTURE SYSTEM**

Bud Hauersperger opened the proposals and read the supplier's names aloud as follows:

1. Aclara
2. Landis & Gyr
3. Tantalus - Anixter
4. Vision Meter
5. Eaton
6. Night Hawk
7. Sensus
8. IMPA

Attorney Kabrick stated that the low proposal for the Advanced Metering Infrastructure System will not necessarily dictate who is awarded the project. Hauersperger will be putting a summary sheet together and a meeting will be scheduled to discuss the proposal results.

Brian Hostetter made a motion to take the proposals for the Advanced Metering Infrastructure System under advisement. Phil Schmidt seconded the motion. Motion approved, 7-0.

#### **APPROVAL OF MINUTES: APRIL 20, 2020 REGULAR MEETING**

Chairman Roger Seng presented the minutes from the April 20, 2020 Regular Meeting and there being no corrections or amendments, Seng asked for a motion to approve the minutes as presented. Tara Eckman made a motion to approve the minutes of the meeting as presented. Eber Menjivar seconded the motion. Motion approved, 7-0.

#### **ELECTRIC PLANNING COMMITTEE REPORT**

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

#### **WATER DEPARTMENT – SPRING HYDRANT FLUSHING COMPLETED**

Tim Doersam informed the Board that spring hydrant flushing was completed on May 5<sup>th</sup>.

#### **WATER DEPARTMENT – SOUTH WATER TANK REHAB - RECOMMENDATION ON TANK PRO PAY APPLICATION – DERICK WIGGINS – MIDWESTERN ENGINEERS**

Derick Wiggins with Midwestern Engineers informed the Board that Tank Pro submitted pay request #5, which requests the balance of the full contract amount minus \$1,000 for the anniversary inspection that needs to be completed later this year. The requested amount from Tank Pro is \$35,104.50. Wiggins recommends that \$20,024.91 be offset from the current retainage amount and the balance of \$15,079.59 be paid to Tank Pro.

Wiggins explained that the specifications called for a substantial completion date for the South Tank Water Rehab project of November 22, 2019. The water tower rehabilitation was completed and put back in service on January 13, 2020, which was 52 days beyond the specified substantial completion date. The contract documents call for liquidated damages of \$500 per day, which would equate to \$26,000 for substantial completion. Wiggins explained that the mixing system was not delivered to the contractor until November 19<sup>th</sup>, just three days prior to the substantial completion date. Due to the delay from the supplier, Wiggins recommends that a credit of 21 days be applied, which would reduce liquidated damages to 31 days or \$15,500.

Wiggins also explained that the specifications called for the contractor to reimburse the owner for applicable overtime costs incurred, which totals \$4,524.91. Wiggins recommends that this cost be added to the liquidated damages and offset from the current retainage amount.

It is possible that Tank Pro will provide adequate documentation to substantiate their weather delays that may further reduce liquidated damages. But, to date, that documentation has not been sufficient per the contract documents.

Adam Auffart made a motion to approve the recommendation from Midwestern Engineers regarding the South Water Tank Rehabilitation project and payment of the Tank Pro pay application in the recommended amount of \$15,079.59. Brian Hostetter seconded the motion. Motion approved, 7-0.

#### **GAS DEPARTMENT – CONOCOPHILLIPS CONTRACT FOR SALE & PURCHASE OF GAS**

Tim Doersam asked for the Board's permission to approve a contract from ConocoPhillips for the sale and purchase of gas. Doersam informed the Board that ConocoPhillips would be a backup supplier for purchased gas and comes highly recommended by Ron Ragan with Utility Gas Management. Attorney Kabrick stated that she has reviewed the contract and has no objections.

Phil Schmidt made a motion to approve the contract from ConocoPhillips for the sale and purchase of gas. Tara Eckman seconded the motion. Motion approved, 7-0.

#### **GAS & WATER DEPARTMENT – ACCEPT TRANSFER OF ASSET #101962 – VIBRATORY PLATE – FROM THE STREET DEPARTMENT**

Tim Doersam informed the Board the Street Department purchased a new vibratory plate and the Gas and Water Department would like to accept transfer of their used vibratory plate, asset #101962. Doersam stated that the Gas and Water Department borrowed the vibratory plate from the Street Department in the past.

Brian Hostetter made a motion to accept transfer of the vibratory plate, asset #101962, from the Street Department to the Gas and Water Department. Mike Harder seconded the motion. Motion approved, 7-0.

#### **WATER DEPARTMENT – APPROVE ADDITION OF 8 WATER CUSTOMERS FROM IRELAND WATER - ROLLING RIDGE ROAD**

Tim Doersam asked for the Board's permission to approve the addition of eight water customers from Ireland Water located along West 6<sup>th</sup> Street. Doersam stated that Ireland's remaining 8 customers were being fed off of an 8" main that Jasper will take over. Those 8 customers were still being registered off the 4" meter in the old Ireland meter pit, after Ireland cut off and abandoned that existing main, and rerouted their remaining customers to another main. With the large size of the meter, Doersam was afraid that we were not getting an accurate usage reading each month, due to the low flow through the large meter; therefore, the Jasper Water Department would like to service the customers in that area. Doersam stated that eight 5/8" meters will need to be installed for the customers, which total \$1,720.32. Doersam also stated that the cost for the spool will be \$760. So, the total cost for the addition of these eight customers will be \$2,480.32.

Eber Menjivar made a motion to approve the addition of 8 water customers from Ireland Water. Brian Hostetter seconded the motion. Motion approved, 7-0.

### **WATER DEPARTMENT - AUTO-FLUSH HYDRANT**

Phil Schmidt questioned the need for an auto-flush on a hydrant located in the Northwood area on Leslie Drive. Tim Doersam stated that they hooked up the auto-flush on the hydrant to clear up the water in the area. The auto-flush flushes around 2:00AM every morning. Doersam stated that the hydrant is still on and the Fire Department can access the hydrant.

### **GAS PLANNING COMMITTEE REPORT**

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

### **WATER PLANNING COMMITTEE REPORT**

Mike Harder, Chairman of the Water Planning Committee, stated the Water Committee did not meet during the past month.

### **WASTEWATER DEPARTMENT – RESULTS OF SEWER JET TRUCK BID OPENING – LOW BID DIDN'T MEET SPECIFICATIONS**

Ed Hollinden reminded the Board that at last month's Utility Service Board meeting Brown Equipment Company was the low bid for the sewer jet truck. After reviewing specifications, Hollinden stated that Brown Equipment's bid did not meet specifications.

Hollinden asked for the Board's permission to accept the bid from Best Equipment Company in the amount of \$245,357.50, which did meet specifications. The Capital Expenditure amount for the sewer truck is \$300,000.

Tara Eckman made a motion to accept the bid from Best Equipment Company in the amount of \$245,357.50 for the sewer jet truck. Brian Hostetter seconded the motion. Motion approved, 7-0.

### **WASTEWATER DEPARTMENT – PROPOSAL FROM MIDWESTERN ENGINEERS TO WRITE BID SPECIFICATIONS FOR SCADA UPGRADE**

Ed Hollinden asked for the Board's permission to accept a proposal from Midwestern Engineers to write bid specifications for the Scada upgrade improvement project. Hollinden explained that Midwestern will prepare detailed specifications suitable for public bidding.

Midwestern's proposal for preliminary and final design services is \$15,000. Midwestern's fee for bidding services is proposed to be an hourly not-to-exceed amount of \$1,500. Midwestern's fee for general observation of construction is proposed to be an hourly not-to-exceed amount of

\$2,000. The total proposal amount from Midwestern Engineers for engineering fees for the Scada upgrade system is not-to-exceed \$18,500.

Tara Eckman made a motion to approve the proposal from Midwestern Engineers to write bid specifications and engineering services for the Scada upgrade project for a not-to-exceed \$18,500. Brian Hostetter seconded the motion. Motion approved, 7-0.

#### **WASTEWATER DEPARTMENT – RESOLUTION #USB 2020-4 – RECOMMEND CHANGES TO SUMMER SEWER DISCOUNT & SPECIAL SITUATION REBATES**

Ed Hollinden presented Resolution #USB 2020-4 to the Board. Hollinden informed the Board that the change was to the language regarding summer sewer discounts and special situation rebates.

One change is on the special situation rebates. Instead of using the highest of the previous three months average to calculate the rebate, the Winter Average plus 400 cubic feet will be used. A change was also made to the calculation of the winter average. The months of December, January, and February usage will be used for the calculation of the winter average. Also, if a residence has no winter average, 400 cubic feet will be used as the winter average.

Mike Harder made a motion to approve Resolution #USB 2020-4, regarding amending the summer sewer discount and special situation rebates. Brian Hostetter seconded the motion. Motion approved, 7-0.

#### **WASTEWATER PLANNING COMMITTEE REPORT**

Adam Auffart, Chairman of the Wastewater Planning Committee, stated the Wastewater Committee did not meet during the past month.

#### **ELECTRIC DEPARTMENT- UPDATE ON POWER PLANT DEMOLITION PROJECT**

Bud Hauersperger updated the Board regarding the Power Plant Demolition project. Hauersperger stated that he is contacting excavating/landscaping contractors to get prices on cleaning up the demolition site. Hauersperger stated that erosion is a problem at the site, along with large pieces of asphalt needing to be removed and sink holes that need to be filled.

Attorney Kabrick informed the Board that no full response has been received from Green Earth Technologies (GET) on the demand letter that was sent. Scott Alexander, outside counsel, has discontinued efforts with GET and is now focusing on the letter to IDEM. Kabrick stated that the letter to IDEM will be submitted later this week.

Hauersperger stated that he will gather amounts for site work and bring back totals to the Board. At that time, a decision will need to be made whether legal action will be required against GET for breach of agreement or if there is enough money remaining in escrow to cover the remaining site work needing done.

## CHANGE IN CLAIMS PROCESSING DURING EMERGENCY

Ashley Kiefer informed the Board that the Finance Committee meeting was cancelled this evening due to City Hall being closed. Kiefer stated that per the State Board of Accounts State Examiner Directive and Resolution of the Common Council #2020-6, claims submitted by the utility departments, including the utility business office, the water department, the gas department, the electric department, and the wastewater department, shall be approved for payment by the Utility General Manager and the Mayor until the expiration of the public health emergency. Kiefer stated that the Utility Service Board will give retroactive approval of claims once the emergency is over.

All claims presented were approved by Bud Hauersperger and Mayor Vonderheide.

There being no further business to come before the Board, the meeting was adjourned at 7:48PM upon motion by Brian Hostetter and second by Phil Schmidt. Motion approved, 7-0.

The minutes were hereby approved \_\_\_\_\_ with ✓ without corrections this 15<sup>th</sup> day of June, 2020.

Attest:

Eric M. Mijns  
Secretary

Roger A. Seng  
Chairman