

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
JANUARY 19, 2021**

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 Tuesday January 19, 2021.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Roger Seng – Chairman
Tara Eckman – Vice Chairman
Phil Schmidt – Electric Commissioner
Brian Hostetter – Gas Commissioner
Adam Auffart – Wastewater Commissioner
Alexander Thomas – New Member

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

ABSENT:

Mike Harder – Water Commissioner

PLEDGE OF ALLEGIANCE

Chairman Roger Seng led the Pledge of Allegiance.

**APPROVE NEW BOARD MEMBER, ALEXANDER THOMAS & REORGANIZATION
OF THE UTILITY SERVICE BOARD FOR 2021 & APPOINT COMMISSIONERS &
COMMITTEES FOR 2021**

Chairman Roger Seng informed the Board that a new member was appointed to the Utility Service Board. Seng welcomed Alexander Thomas to the Utility Service Board. Mayor Vonderheide stated that Alexander and his wife have been residents of Jasper for 1 ½ years. Thomas has a master's degree in Industrial Engineering and a bachelor's degree in Mechanical and Production Engineering. Thomas works at Meyer Distributing in Jasper. Mayor Vonderheide stated that his educational experience and work experience, which includes ABC Analysis will be a great asset to the Board.

The Board approved Alexander Thomas as a new member of the Utility Service Board by a vote of 5-0.

Tara Eckman announced that it is time for election of Officers and Utility Commissioners and suggested the nominations as follows: Roger Seng for Chairman, herself for Vice Chairman, and Alexander Thomas for Secretary.

Tara Eckman also suggested the nominations of Adam Auffart as Wastewater Commissioner, Brian Hostetter as Gas Commissioner, Phil Schmidt as Electric Commissioner, and Mike Harder as Water Commissioner.

Tara Eckman also stated that Committee Assignments will remain the same for 2021.

The Board approved the nominations of Officers and Utility Commissioners for 2021 by a vote of 6-0.

APPROVAL OF MINUTES: DECEMBER 21, 2020 REGULAR MEETING

Chairman Roger Seng presented the minutes from the December 21, 2020 Regular Meeting and there being no corrections or amendments, Seng asked for a motion to approve the minutes as presented. Adam Auffart made a motion to approve the minutes of the meeting as presented. Phil Schmidt seconded the motion. Motion approved, 6-0.

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 – PERMISSION TO FILL FILTER OPERATOR POSITION INTERNALLY & TO HIRE EXTERNALLY TO FILL OPEN POSITION

Tim Doersam informed the Board that Filter Operator, Jim Wehr, will be retiring at the end of February. Doersam asked for the Board's permission to fill the Filter Operation position at the water plant internally. Doersam also asked for the Board's permission to hire externally to fill the open position.

Tara Eckman made a motion to give Doersam permission to fill the Filter Operator position internally and to hire externally to fill the open position. Adam Auffart seconded the motion. Motion approved, 6-0.

WATER DEPARTMENT– APPROVAL TO PROCEED WITH STAGE 5 SCADA UPGRADE

Tim Doersam asked for the Board's approval to proceed with Stage 5 of the SCADA upgrade. Doersam stated that this is the final stage for this project. The total cost for the final upgrade is

\$37,981. Toric Engineering has been the lead on all 4 prior stages of the SCADA upgrade, and will continue lead on this stage of the project.

Phil Schmidt made a motion to approve \$37,981 for the Stage 5 SCADA upgrade at the water plant. Brian Hostetter seconded the motion. Motion approved, 6-0.

WATER DEPARTMENT – APPROVAL TO PURCHASE 2 TURBIDIMETERS FROM HACH

Tim Doersam asked for the Board's approval to purchase 2 turbidimeters from Hach for a total of \$5,363.14. Doersam explained that 2 turbidimeters will be replaced this year and 2 turbidimeters will continue to be replaced the next several years until all 8 turbidimeters are replaced. Doersam also stated that Hach is a single sole source provider for the turbidimeters.

Brian Hostetter made a motion to approve the purchase of 2 turbidimeters from Hach for a total of \$5,363.14. Tara Eckman seconded the motion. Motion approved, 6-0.

WATER DEPARTMENT – APPROVE CHANGE ORDER #2- NORTHWOOD AVE WATER MAIN PROJECT

Tim Doersam asked for the Board's permission to approve Change Order #2 for the Northwood Avenue Water Main project in the amount of \$8,995.50. Chad Hurm, City Engineer, explained that after the project began some changes were made by the contractor, Love Excavating. In order to clean up the intersection on Howard Drive a wet tap was installed to connect to the existing watermain for an additional cost of \$6,000. Hurm also explained that flowable fill was used to backfill around the existing storm sewer instead of patching, which was an additional \$2,995.50.

Brian Hostetter made a motion to approve Change Order #2 for the Northwood Avenue Water Main project in the amount of \$8,995.50. Adam Auffart seconded the motion. Motion approved, 6-0.

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

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

WASTEWATER DEPARTMENT – POTENTIAL PROJECT IN HOLY FAMILY AREA

Ed Hollinden informed the Board that a grant was awarded to the Civil City to upgrade storm sewers on four streets in the Holy Family area. Hollinden stated that he feels it would be a good

time to replace any old sewer laterals in the area since the curbs and streets are being torn up for the storm sewer upgrades. Hollinden stated that laterals on Terrace Avenue were replaced years ago, therefore we would not inspect Terrace Avenue or Hochgesang. Hollinden would like to do lateral inspections on Eisenhower and Hasenour. Hollinden stated that about 50 homes within the two streets will be involved in the project and have the option to be inspected. Hollinden would like to schedule a Wastewater Committee meeting to discuss a cost share plan between the homeowners and the City.

Bud Hauersperger stated that if homeowners in the area choose to complete the inspection and the inspection fails, they will be responsible to fix the problems. Hauersperger would like to discuss a proposal for a \$3,000 cost share to pay for the work done from the street to the curb for each home. This would be approximately \$150,000 total cost share for the City, which will need to be added to the 2021 Capital Expenditure plan. Hauersperger stated that they will have to bid this portion of the project.

WASTEWATER DEPARTMENT - CAMELOT INN

Ed Hollinden informed the Board that Messmer Mechanical has given the Camelot Inn a proposal to repair the violations issued by the City regarding the sanitary sewer and stormwater. Hollinden stated that the project should begin in a couple of weeks and the project will be inspected by the City upon completion.

WASTEWATER PLANNING COMMITTEE REPORT

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

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.

Tara Eckman 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, 5-0.

REMINDER ON NEXT REGULAR MEETING DATE – TUESDAY, FEB. 16TH

Ashley Kiefer reminded the Board that next month's Utility Service Board meeting will be held on Tuesday, February 16th, due to the President's Day holiday on Monday, February 15th.

WATER DEPARTMENT – LEGACY LIVING WATER MAIN EXTENTION

Bud Hauersperger informed the Board that the water line on 15th Street ends to the right of Legacy Living, which is a dead end at this time. Hauersperger is proposing to bore into the creek and extend the water main under the creek to accommodate the new Legacy Living addition and future development in the area. Hauersperger explained that the creek route for the extension is a longer route but will never have to be moved due to future development. Hauersperger stated that Brosmer Land Surveying estimated approximately \$72,690 for the water main extension. Hauersperger stated that the City may be able to do some of the work in-house. Hauersperger asked for the Board to approve \$80,000 for an 8-inch water main extension in the Legacy Living Area on 15th Street.

Attorney Kabrick informed the Board that the IURC rules would not apply to this water main extension due to the project being commercial instead of residential. A Utility Main Extension Agreement will be ready for the Board to review and approve soon.

Tara Eckman made a motion to approve a not-to-exceed \$80,000 for the Legacy Living Water Main Extension project. Adam Auffart seconded the motion. Motion approved, 6-0.

ALL UTILITIES- APPROVE AGREEMENT WITH EJ PRESCOTT FOR AMI PROJECT

Hauersperger informed the Board that EJ Prescott is reviewing our proposed agreement for the AMI project at this time. Hauersperger informed the Board that once all documentation is signed, he will begin ordering equipment to be installed for the AMI project.

CHANGE IN CLAIMS PROCESSING DURING EMERGENCY

Ashley Kiefer informed the Board that the Finance Committee meeting was cancelled this evening due to the public health emergency. 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 Utilities General Manager and the Mayor while the Utility Service Board is meeting virtually. Kiefer stated that the Utility Service Board will give retroactive approval of claims once the Utility Service Board starts meeting in person again.

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 Tara Eckman. Motion approved, 6-0.

The minutes were hereby approved _____ with ✓ without corrections this 16th day of February, 2021.

Attest:



Secretary



Chairman