

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
JANUARY 17, 2023**

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 Tuesday, January 17, 2023.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

<u>ROLL CALL:</u>	<u>In Person</u>	<u>By Zoom</u>
Roger Seng – Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tara Eckman – Vice Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bibianna Green – Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Hale – Water Commissioner	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Brian Hostetter – Gas Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adam Auffart – Wastewater Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ALSO PRESENT:

Jerry Schitter – Electric Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tim Doersam – Gas & Water Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ed Hollinden – Wastewater Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bud Hauersperger – General Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Renee Kabrick – City Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ashley Kiefer – Office Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ABSENT:

Phil Schmidt – Electric Commissioner

PLEDGE OF ALLEGIANCE (DVD-00:59)

Chairman Roger Seng led the Pledge of Allegiance.

**REORGANIZATION OF THE UTILITY SERVICE BOARD FOR 2023 & APPOINT
COMMISSIONERS & COMMITTEES FOR 2023** (DVD-01:18)

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 Bibianna Green 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 Steve Hale as Water Commissioner.

Tara Eckman also stated that Committee Assignments will remain the same for 2023.

Adam Auffart made a motion to approve the nominations as presented. Brian Hostetter seconded the nomination. Motion approved, 6-0.

APPROVAL OF MINUTES: DECEMBER 19, 2022 REGULAR MEETING (DVD-02:41)

Chairman Roger Seng presented the minutes from the December 19, 2022 Regular Meeting and there were no corrections or amendments. Seng asked for a motion to approve the minutes as presented.

Brian Hostetter made a motion to approve the minutes as presented. Adam Auffart seconded the motion. Motion approved, 6-0.

ELECTRIC COMMITTEE REPORT (DVD-03:10)

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

WATER DEPARTMENT – REQUEST APPROVAL OF INSPECTION & CLEANING OF CLEARWELLS BY MAGUIRE IRON (DVD-03:17)

Tim Doersam reminded the Board that at last month's Utility Service Board meeting the Board approved an agreement with Maguire Iron for the maintenance and management of the City's water towers. Doersam is now seeking approval for the inspection and cleaning of the clearwells by Maguire Iron. Doersam stated that the inspection and cleaning of the clearwells will be done every three years.

Attorney Kabrick stated there could be a potential price increase of 3% to 15% every three years depending on inflation. She also stated that the contract will automatically renew every year but can be terminated with written notice.

Tara Eckman made a motion to approve the inspection and cleaning of the clearwells by Maguire Iron. Adam Auffart seconded the motion. Motion approved, 6-0.

GAS DEPARTMENT – RESPONSE TO LOW GAS PRESSURE IN GRASSLAND HILLS (DVD-06:13)

Tim Doersam stated that several residents in the Grassland Hills area experienced low gas pressure over the Christmas holiday. Doersam stated that the low gas pressure was due to the bad weather and extreme windchill temperatures. Doersam informed the Board that Darin Houchin with USDI will be performing modeling in the Grassland Hills area and will make provisions for

future gas pressure issues. Doersam hopes to hear back from Houchin later this week. Doersam also stated that money will be allocated to address the gas pressure issues found. The plan to address this issue will also allow for expansion in the area to the west and north.

GAS DEPARTMENT – RESPONSE TO GAS SHORTAGE OVER CHRISTMAS HOLIDAY (DVD-08:20)

Tim Doersam informed the Board that the gas shortage over the Christmas holiday was due to extreme cold weather in all 50 states. Ron Ragan, with Utility Gas Management (UGM), gave a recap on Zoom regarding the gas shortage due to the cold weather.

Ragan stated that on December 15th UGM issued an alert to all UGM customers regarding decreasing gas usage from December 19th through December 27th due to extremely high gas prices due to the extreme cold weather. Ragan stated that both ANR and Texas Eastern pipelines limited gas to customers during this period.

Doersam contacted large industrial customers in the City of Jasper and asked them to conserve gas during this period. Therefore, the City of Jasper did not lose any gas supply, but many other communities did. Ragan stated that gas shortages may occur more frequently during extreme cold weather due to getting more power from natural gas and less from coal burning plants. Gas companies are all competing to get gas from the same pipelines as power providers.

WATER DEPARTMENT – UPDATE ON MAIN STREET WATER MAIN REPLACEMENT PROJECT – PHASE II (DVD-18:33)

Tim Doersam updated the Board regarding the Main Street Water Main Replacement project-Phase II. Doersam stated that as of today the water line is complete up to 8th Street. They have one more block to finish. The project is going very well.

WATER DEPARTMENT – APPROVAL TO HIRE FILTER OPERATOR – PERMANENT PART-TIME- LICENSED (DVD-18:54)

Tim Doersam asked for the Board’s approval to hire a Licensed Filter Operator Permanent Part-Time for the Water plant. Doersam stated the new hire will be filling in for employees on vacation and sick leave when needed.

Adam Auffart made a motion to approve the hire of a Licensed Filter Operator Permanent Part-Time. Bibianna Green seconded the motion. Motion approved, 6-0.

GAS PLANNING COMMITTEE REPORT (DVD-20:07)

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

WATER PLANNING COMMITTEE REPORT (DVD-20:14)

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

WASTEWATER DEPARTMENT – APPROVAL TO PURCHASE SKID STEER-SOURCEWELL / GSA PRICING (DVD-20:21)

Ed Hollinden asked for the Board’s approval to purchase a new skid steer. Hollinden stated that the 2023 Capital Expenditure amount for the skid steer was \$65,000. Hollinden informed the Board that GSA pricing through Sourcewell will be used to purchase the equipment.

Hollinden would like to purchase the equipment through John Deere. John Deere has entered into a quantity purchase agreement with the State of Indiana, which incorporates a price discount. The discounted price for the skid steer from Hutson John Deere is \$69,345.14. Hollinden stated that there will be a \$30,000 trade-in for a 2011 John Deere. The net price for the skid steer is \$39,345.14. Hollinden also stated that a 5-year warranty will be included in the purchase.

Tara Eckman made a motion to approve the purchase of a skid steer from Hutson John Deere for \$39,345.14. Adam Auffart seconded the motion. Motion approved, 6-0.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-22:58)

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

BUSINESS OFFICE – APPROVE CONFLICT OF INTEREST DISCLOSURE STATEMENT – PHIL SCHMIDT (DVD-23:04)

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.

Adam Auffart 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, 6-0.

ALL UTILITIES – REMINDER NEXT MEETING ON TUESDAY, FEBRUARY 21ST (DVD-23:52)

Ashley Kiefer reminded the Board that next month’s Utility Service Board meeting will be held on Tuesday, February 21st, due to the President’s holiday on Monday, February 20th.

RESOLUTION #USB 2023-1- AUTHORIZATION TO SIGN SRF APPLICATION ASSET MANAGEMENT PLAN CERTIFICATION (DVD-24:13)

Bud Hauersperger presented Resolution #USB 2023-1 to the Board. Hauersperger explained that Resolution #USB 2023-1 concerns an application for the State of Indiana Revolving Fund Loan program. Hauersperger stated that the City needs to fill out an application for funds regarding the proposed Portersville/Haysville Wastewater Infrastructure Improvement project.

Hauersperger stated the SRF requires that the City have an Asset Management plan in place. In lieu of sending them the entire Asset Management plan, Hauersperger explained that they require a certification form that states it is complete. Therefore, they need authorization for Hauersperger to sign the certification form and represent Jasper Municipal Utilities.

Adam Auffart made a motion to approve Resolution #USB 2023-1. Brian Hostetter seconded the motion. Motion approved, 6-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-26:10)

Secretary Bibianna Green 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.

Tara Eckman made a motion to approve the claims as presented. Brian Hostetter seconded the motion. Motion approved, 6-0.

There being no further business to come before the Board, the meeting was adjourned at 7:27PM upon motion by Tara Eckman and second by Brian Hostetter. Motion approved, 6-0.

The minutes were hereby approved _____ with without corrections this 21st day of February, 2023.

Attest: _____

Secretary

_____ 
Chairman