

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
MARCH 20, 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 Monday, March 20, 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"/>
Bibianna Green – Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Phil Schmidt – Electric Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Hale – Water Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Brian Hostetter – Gas Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ALSO PRESENT:

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

ABSENT:

Adam Auffart – Wastewater Commissioner
Tara Eckman – Vice Chairman

PLEDGE OF ALLEGIANCE (DVD-00:56)

Chairman Roger Seng led the Pledge of Allegiance.

ELECTRIC DEPARTMENT - QUOTE OPENING: 3/4 TON TRUCK (DVD-01:16)

Bud Hauersperger stated that 4 requests for quotes were sent out but only one quote was received for the ¾ ton truck. Hauersperger opened the quote and read aloud as follows:

1. Bob Luegers Motors	\$50,910.00
Jasper, IN	(-) <u>2,000.00</u> (trade-in amount)
	\$48,910.00

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

Roger Seng stated that the quote is close to the Capital Expenditure plan amount of \$49,000. Phil Schmidt questioned instead of trading in the 1999 ½ ton pick-up truck to place on the City auction this spring, to possibly receive more than the \$2,000 trade-in allowance from Bob Luegers.

Jerry Schitter replied that he would have his mechanic look over and see the potential in getting more for the truck in the auction. Schitter requested approval of the base bid and will investigate the selling of the trade-in.

Phil Schmidt made a motion to approve the base bid from Bob Luegers Motors in the amount of \$50,910 for the ¾ ton truck for the Electric Department, pending review of specifications. Brian Hostetter seconded the motion. Motion approved, 5-0.

ELECTRIC COMMITTEE REPORT (DVD-06:29)

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

APPROVAL OF MINUTES: FEBRUARY 21, 2023 REGULAR MEETING & MARCH 16, 2023 SPECIAL MEETING (DVD-06:40)

Chairman Roger Seng presented the minutes from the February 21,2023 Regular Meeting and March 16,2023 Special Meeting and there were no corrections or amendments. Seng asked for approval of the minutes as presented.

The Board agreed unanimously to approve the minutes of the meetings as presented.

GAS & WATER DEPARTMENT - TIM DOERSAM- SPRING HYDRANT FLUSHING BEGINS APRIL 10, 2023 (DVD-7:00)

Tim Doersam informed the Board that spring hydrant flushing is to begin April 10,2023.

GAS PLANNING COMMITTEE REPORT (DVD-7:12)

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

WATER PLANNING COMMITTEE REPORT (DVD-7:19)

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

WASTEWATER DEPARTMENT – APPROVE PROPOSAL FROM MIDWESTERN ENGINEERS TO WRITE SPECIFICATIONS FOR SLUDGE HEATER REPLACEMENT (DVD-7:29)

Ed Hollinden asked for the Board’s approval for the proposal from Midwestern Engineers to write the specifications for sludge heater replacement. Hollinden announced the proposal of:

\$28,000 for Preliminary & Final Design Services
\$ 1,750 for Bidding Services
\$ 5,250 for General Observation of Construction Services
\$ 8,000 for 2023 estimated part-time inspections
\$43,000

Hollinden stated the cost not to exceed the \$43,000 total for this proposal.

Brian Hostetter made a motion to approve the proposal from Midwestern Engineers to write specifications for sludge heater replacement for not to exceed \$43,000. Steve Hale seconded the motion. Motion approved, 5-0.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-8:53)

Roger Seng, Chairman of the Utility Service Board, stated the Wastewater Committee did not meet.

BUSINESS OFFICE – ASHLEY KIEFER - RETIREMENT OF JACKIE BOCKELMAN
(DVD-9:00)

Ashley Kiefer informed the Board of Jackie Bockelman’s retirement at the end of March, thanking her for her 28+ years of service with the City and wishing her the best.

GENERAL MANAGER –BUD HAUERSPERGER—RETIREMENT OF JERRY SCHITTER (DVD-9:28)

Bud Hauersperger congratulated Jerry Schitter on his retirement at the end of March. Hauersperger also wanted to thank him for his 31+ years with the City and Utility Department.

Jerry Schitter took the time to thank all the current and past board members for volunteering their time to the City and all members here for his time working with them.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-10:42)

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.

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

There being no further business to come before the Board, the meeting was adjourned at 7:13PM upon motion by Phil Schmidt and second by Brian Hostetter. Motion approved, 5-0.

The minutes were hereby approved _____ with without corrections this 17th day of April, 2023.

Attest: _____


Secretary


Chairman