

**MINUTES  
REGULAR MEETING  
UTILITY SERVICE BOARD  
JULY 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 Monday, July 17, 2023.

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

<b><u>ROLL CALL:</u></b>	<b><u>In Person</u></b>	<b><u>By Zoom</u></b>
Roger Seng – Chairman	☒	☐
Tara Eckman – Vice Chairman	☒	☐
Bibianna Green – Secretary	☒	☐
Steve Hale – Water Commissioner	☒	☐
Phil Schmidt – Electric Commissioner	☒	☐
Adam Auffart – Wastewater Commissioner	☒	☐
Brian Hostetter – Gas Commissioner	☒	☐

**ALSO PRESENT:**

Tim Doersam – Gas & Water Manager	☒	☐
Ed Hollinden – Wastewater Manager	☒	☐
Stan Seifert – Electric Manager	☒	☐
Bud Hauersperger – General Manager	☒	☐
Renee Kabrick – City Attorney	☒	☐
Ashley Kiefer – Office Manager	☒	☐

**PLEDGE OF ALLEGIANCE** (DVD-02:18)

Chairman Roger Seng led the Pledge of Allegiance.

**APPROVAL OF MINUTES: JUNE 20, 2023 REGULAR MEETING** (DVD-02:40)

Chairman Roger Seng presented the minutes from the June 20, 2023 Regular Meeting and there were no corrections or amendments. Seng asked for approval of the minutes as presented.

Adam Auffart made a motion to approve the minutes of the June 20, 2023 meeting. Bibianna Green seconded the motion. Motion approved, 7-0.

**ELECTRIC COMMITTEE REPORT** (DVD-3:09)

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

**GAS DEPARTMENT – KEEP TRADE-IN FOR NEW WELDING TRUCK AS SPARE VEHICLE / APPROVE NEW PURCHASE PRICE FOR WELDING TRUCK (DVD-3:15)**

Tim Doersam requested keeping the trade-in, a 2010 Ford F-150, for use as a spare vehicle and approve a new purchase price for the new welding truck. Doersam said that Bob Luegers Motors would lower the base price by \$500 if not having the trade-in. This makes the base price for the 2024 GMC Sierra 3500 HD Welding Truck \$54,929.58. Doersam stated the Capital Expenditure amount for this truck was \$60,000.

Brian Hostetter made a motion to approve the new price of \$54,929.58 from Bob Luegers Motors and keeping the trade-in for a spare vehicle. Phil Schmidt seconded the motion. Motion approved, 7-0.

**REQUEST FOR NON-RESIDENT CONNECTION – THAD LEINENBACH – 1460 W SCHUETTER ROAD -GAS & WASTEWATER (DVD-4:50)**

Tim Doersam explained that he saw no issue in connecting Thad Leinenbach at the Schuetter Rd address. They would be able to bore under the neighbor's driveway with a 2-inch line and be able to connect the property to gas.

Ed Hollinden of the Wastewater Department agreed that they did not foresee any issues with connecting the property for wastewater. Hollinden stated that we have the Annexation Wavier recorded for this non-resident connection.

Adam Auffart made a motion to approve the request for a Non-Resident Connection of Thad Leinenbach at 1460 W Schuetter Rd for Gas and Wastewater. Tara Eckman seconded the motion. Motion approved, 7-0.

**GAS PLANNING COMMITTEE REPORT (DVD-6:10)**

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

**WATER PLANNING COMMITTEE REPORT (DVD-6:15)**

Steve Hale, Chairman of the Water Planning Committee, stated the Water Committee did meet during the past month on July 7, 2023 via a virtual meeting on Microsoft Teams.

Hale reported that the Committee reviewed the Water Rate Study done by Baker Tilly. Deen Rogers from Baker Tilly explained the comparison chart of monthly residential bills in the area, Historical Operating Revenues and Expenses, Cash Balances, and Revenue Requirements. Rogers stated the study suggests a water rate increase of 7.07% which includes only a 3% increase for inflation.

Rogers stated that there is some concern that the past few years have seen continual loss of Cash and Investment Balances. Through discussion, the committee is recommending implementing a 9.98% water rate increase, which includes a 4% inflation allowance, along with a working capital allowance of \$100,000 to start to build back up the Cash and Investment Balances to where they need to be. This increase would make the average residential rate payer see an increase from \$38.64 per month to \$42.48 per month or a change of \$3.84 per month.

The Committee is recommending to the full Utility Service Board and asking approval for the 9.98% water rate increase in Resolution No. USB 2023-5.

Phil Schmidt made a motion to approve Resolution No. USB 2023-5 recommending a water rate increase of 9.98%. Bibianna Green seconded the motion. Motion approved, 7-0.

#### **WASTEWATER PLANNING COMMITTEE REPORT (DVD-12:10)**

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

#### **BUSINESS OFFICE MANAGER –REQUEST RETROACTIVE APPROVAL TO BEGIN HIRING PROCESS FOR BILLING CLERK (RETIREMENT IN SEPTEMBER) & BEGIN HIRING PROCESS FOR ANY OPEN POSITIONS THIS CREATES (DVD-12:18)**

Ashley Kiefer stated that Diana Steffen had announced her retirement from her Billing Clerk position at the end of September. Kiefer asked for retroactive approval to begin the hiring process for the Billing Clerk position and begin the hiring process for any further open position this creates.

Adam Auffart made a motion to retroactively approve the request to begin the process for a Billing Clerk and any further open positions this creates. Tara Eckman seconded the motion. Motion approved, 7-0.

#### **GENERAL MANAGER –UPDATE ON NORTH SIDE SEWER PROJECT (DVD-13:15)**

Bud Hauersperger stated that the SRF released the funding for projects. The City's North Side Sewer Project was not in the range of funding. The project was ranked 11<sup>th</sup>, and only the top 6 received funding. Hauersperger also stated that the County's part of this project did not fall within the range for funding from SRF either.

Both the City and County are now reassessing the options they have with the project. The next opportunity to submit for SRF funding is the end of March 2024. Hauersperger said the County is looking into separating their part into 3 projects. Hauersperger explained the City has the option to leave everything the same and resubmit as is the next time around or make changes if deemed necessary.

**FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET** (DVD-16:04)

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, 7-0.

There being no further business to come before the Board, the meeting was adjourned at 7:16PM upon motion by Tara Eckman and second by Brian Hostetter. Motion approved, 7-0.

The minutes were hereby approved \_\_\_\_\_ with  without corrections this 21<sup>st</sup> day of August, 2023.

Attest: Jana Eckman Page A Seng  
Acting Secretary Chairman