

**MINUTES  
REGULAR MEETING  
UTILITY SERVICE BOARD  
AUGUST 21, 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, August 21, 2023.

**APPOINT ACTING SECRETARY (DVD-00:17)**

Chairman Roger Seng requested appointing Tara Eckman as acting secretary for this meeting. Phil Schmidt made a motion to approve Tara Eckman as acting secretary for this evening's meeting. Brian Hostetter seconded the motion. Motion approved, 6-0.

**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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tara Eckman – Vice Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Hale – Water Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Phil Schmidt – Electric Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adam Auffart – Wastewater 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"/>
Stan Seifert – 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Ashley Kiefer – Office Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**ABSENT:**

Bibianna Green – Secretary

**PLEDGE OF ALLEGIANCE (DVD-01:24)**

Chairman Roger Seng led the Pledge of Allegiance.

**WASTEWATER - QUOTE OPENING: MANHOLE RELINING (DVD-01:44)**

Bud Hauersperger opened the bids and read aloud as follows:

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| 1. Advanced Rehabilitation Technology<br>Bryan, OH       | \$250 per vertical ft<br>& per each bench \$750   |
| 2. CTR Coatings<br>Knoxville, TN                         | \$290 per vertical ft<br>& per each bench \$1,000 |
| 3. Midwest Infrastructure Coatings<br>Jefferson City, MO | \$285 per vertical ft<br>& per each bench \$1,100 |

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

Adam Auffart made a motion to approve the low quote from Advanced Rehabilitation Technology for \$250 per vertical ft and \$750 per each bench, not to exceed \$30,000, pending review of specifications. Tara Eckman seconded the motion. Motion approved, 6-0.

**APPROVAL OF MINUTES: JULY 17, 2023 REGULAR MEETING** (DVD-05:27)

Chairman Roger Seng presented the minutes from the July 17, 2023 Regular Meeting and there were no corrections or amendments. Seng asked for approval of the minutes as presented.

Tara Eckman made a motion to approve the minutes of the July 17, 2023 meeting. Brian Hostetter seconded the motion. Motion approved, 6-0.

**ELECTRIC COMMITTEE REPORT** (DVD-5:55)

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

**WATER DEPARTMENT – APPROVAL TO RENEW AGREEMENT WITH MUNICIPAL H2O FOR \$4,200** (DVD-6:01)

Tim Doersam requested approval to renew the agreement with Municipal H2O for \$4,200. Doersam explained that Municipal H2O keeps the water department current with monthly alerts from EPA, trainings, and internal audits, to comply with EPA standards.

Steve Hale made a motion to approve the renewal agreement with Municipal H2O for \$4,200. Adam Auffart seconded the motion. Motion approved, 6-0.

**WATER DEPARTMENT – FALL HYDRANT FLUSHING TO BEGIN MONDAY, SEPTEMBER 11, 2023** (DVD-7:01)

Tim Doersam announced that fall hydrant flushing will begin Monday, September 11<sup>th</sup> and will continue approximately 8 weeks.

**WATER DEPARTMENT – APPROVAL FOR BEAVER LAKE DAM INSPECTION BY CHRISTOPHER B BURKE ENGINEERING FOR \$4,900 (DVD-7:12)**

Tim Doersam requested approval for the Beaver Lake Dam inspection by Christopher B Burke Engineering for \$4,900. Doersam explained that the inspection is required to be completed every 2 years and the cost is up slightly from the previous inspection.

Phil Schmidt made a motion to approve the Beaver Lake Dam inspection by Christopher B Burke Engineering for \$4,900. Brian Hostetter seconded the motion. Motion approved, 6-0.

**GAS DEPARTMENT – UPDATE OF GRASSLAND HILLS GAS LINE (DVD-8:12)**

Tim Doersam stated that they have completed the 33<sup>rd</sup> Street, Newton Street, and Bittersweet Drive part of the project, and will be moving onto 36th Street for the completion of this project.

**GAS PLANNING COMMITTEE REPORT (DVD-8:41)**

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

**WATER PLANNING COMMITTEE REPORT (DVD-8:46)**

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

**WASTEWATER DEPARTMENT - SPLIT INVOICE WITH INLINER SOLUTIONS FOR LARGE LINE CLEANING FOR \$12,031.25 (DVD-8:55)**

Ed Hollinden asked for the Board's approval to split the invoice with Inliner Solutions for large line cleaning for \$12,031.25. Hollinden explained that Inliner had to hire a 3<sup>rd</sup> party vac truck to clean out the large lines, which had more debris than expected in them. Hollinden stated that the lines have never been cleaned out. Inliner did not expect this expense when bidding out the project with a total contract price of \$42,000 for the large line cleaning.

Adam Auffart made a motion to approve to split the invoice with Inliner Solutions for large line cleaning for \$12,031.25. Tara Eckman seconded the motion. Motion approved, 6-0.

**WASTEWATER PLANNING COMMITTEE REPORT (DVD-12:33)**

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



**BUSINESS OFFICE MANAGER – BILLING CLERK HIRED & HIRING PROCESS FOR BUSINESS OFFICE ASSISTANT (DVD-12:41)**

Ashley Kiefer stated Jami Eichmiller has been hired for the Billing Clerk position and is currently in the hiring process for a Business Office Assistant.

**GENERAL MANAGER –APPROVE PROPOSAL FROM BAKER TILLY FOR WASTEWATER RATE STUDY FOR \$14,500 (DVD-13:46)**

Bud Hauersperger requested approval of a proposal from Baker Tilly for a Wastewater Rate Study for \$14,500. Hauersperger stated that the last study was done in 2019 for \$12,500. Hauersperger explained the need to look at rates again with the proposed adding of Haysville and Portersville areas to accommodate this expansion in the future.

Brian Hostetter made a motion to approve a proposal from Baker Tilly for a Wastewater Rate Study for \$14,500. Adam Auffart seconded the motion. Motion approved, 6-0.

**FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-16:58)**

Vice Chairman Tara Eckman 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.

Phil Schmitt made a motion to approve the claims as presented. Steve Hale seconded the motion. Motion approved, 6-0.

**CITY ATTORNEY -RENEE KABRICK -WATER RATE ORDINANCE(DVD-17:49)**

City Attorney Renee Kabrick stated that the Water Rate Ordinance will be presented at the Common Council Meeting on Wednesday for final approval and subject to the public hearing prior to the Council Meeting.

There being no further business to come before the Board, the meeting was adjourned at 7:18PM upon motion by Brian Hostetter and second by Tara Eckman. Motion approved, 6-0.

The minutes were hereby approved \_\_\_\_\_ with  without corrections this 18<sup>th</sup> day of September, 2023.

Attest: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman