

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
SEPTEMBER 18, 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, September 18, 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	☒	☐
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-01:02)

Chairman Roger Seng led the Pledge of Allegiance.

WATER - QUOTE OPENING: MINI-EXCAVATOR (DVD-01:20)

Bud Hauersperger opened the quotes and read aloud as follows:

1. Diamond Equipment Evansville, IN	Case CX 42D	\$ 79,500.00 (-) \$ 62,500.00 (trade-in) \$ 17,000.00
2. Hopf Equipment Huntingburg, IN	Bobcat E48	\$ 70,500.00 (-) \$ 67,000.00 (trade-in) \$ 3,500.00

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 Hopf Equipment for \$3,500 for Bobcat Mini-Excavator, pending review of specifications. Brian Hostetter seconded the motion. Motion approved, 7-0.

APPROVAL OF MINUTES: AUGUST 21, 2023 REGULAR MEETING (DVD-05:28)

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

Phil Schmidt made a motion to approve the minutes of the August 21, 2023 meeting. Tara Eckman seconded the motion. Motion approved, 7-0.

ELECTRIC DEPARTMENT- UPDATE ON PROPOSED NEW SUBSTATION ON NORTHSIDE (DVD-5:48)

Stan Seifert reported that IMPA Service Corp. will be recommending a North Side Substation and the report will be finished in early October. Seifert stated that IMPA Service Corp. could also provide a proposal for the design of this project if requested.

ELECTRIC COMMITTEE REPORT (DVD-7:05)

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

WATER DEPARTMENT – BEAVER LAKE DRAIN TO BE OPENED NOVEMBER 13TH (DVD-7:11)

Tim Doersam announced that the Beaver Lake Drain is to be opened November 13, 2023.

WATER DEPARTMENT – APPROVAL OF TRANE 3-YEAR SERVICE AGREEMENT FOR HVAC SYSTEM (DVD-7:20)

Tim Doersam requested approval of a Trane 3-year service agreement for the HVAC System for their Office Building with the 1st year cost at \$3,103, 2nd year at \$3,258, and 3rd year at \$3,421. Doersam explained that they have been waiting for a plan from Trane and Mehringer's for a replacement of the 22-year-old system and hope to receive the plan within the next year or two. Discussion was held on the need for a 3-year service agreement if we anticipated purchasing a new system. City Attorney Renee Kabrick stated there is no early termination clause in the 3-year service agreement. It was suggested to add an early termination clause or to purchase a 1-year agreement.

Tara Eckman made a motion to approve a Trane 3-year Service Agreement for HVAC System pending legal review and addition of an early termination clause. Brian Hostetter seconded the motion. Motion approved, 7-0.

WATER DEPARTMENT – PERMISSION TO PURCHASE CHEMICAL PUMP REPLACEMENT -- ALUM (DVD-10:19)

Tim Doersam requested approval to purchase an Alum Pump from Faco for \$4,622.00 plus a motor from NSK Services for \$721.25. Doersam indicated that the purchase from Faco is the only source of pump that will work with our system.

Tara Eckman made a motion to approve the purchase of \$4,622.00 for the Alum Pump from Faco and Motor for \$721.25 from NSK Services, pending documentation they are the only source. Adam Auffert seconded the motion. Motion approved, 7-0.

WATER DEPARTMENT – PERMISSION TO PURCHASE CHEMICAL PUMP REPLACEMENT -- FLUORIDE (DVD-12:48)

Tim Doersam requested approval to purchase a Fluoride Pump from Pelton Environmental for \$8,428.00. Doersam also explained that this is the only source for a pump compatible with our system.

Adam Auffert made a motion to purchase a Fluoride Pump from Pelton Environmental for \$8,428.00, pending documentation they are the only source. Bibianna Green seconded the motion. Motion approved, 7-0.

GAS PLANNING COMMITTEE REPORT (DVD-13:57)

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

WATER PLANNING COMMITTEE REPORT (DVD-14:03)

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

WASTEWATER PLANNING COMMITTEE REPORT (DVD-14:14)

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

BUSINESS OFFICE MANAGER – BUSINESS OFFICE ASSISTANT HIRED (DVD-14:20)

Ashley Kiefer stated Amanda Steckler has been hired for the Business Office Assistant position and will be starting September 20, 2023.

BUSINESS OFFICE MANAGER – ASSET DISPOSAL AUTHORIZATIONS (DVD-14:40)

Ashley Kiefer explained that Mark Fierst supplies each department with a list of Capital Assets during the summer for review. Kiefer presented the list of assets each department requested permission for disposal.

Brian Hostetter made a motion to approve the asset disposal authorizations. Phil Schmidt seconded the motion. Motion approved, 7-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-15:50)

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.

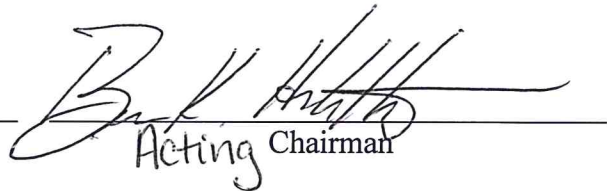
Tara Eckman made a motion to approve the claims as presented. Steve Hale seconded the motion. Motion approved, 7-0.

There being no further business to come before the Board, the meeting was adjourned at 7:17PM upon motion by Tara Eckman and second by Brian Hostetter. Motion approved, 7-0.

The minutes were hereby approved _____ with without corrections this 16th day of October, 2023.

Attest: _____


Secretary


Acting Chairman

Ashley Kiefer

From: Tim Doersam
Sent: Tuesday, September 19, 2023 1:08 PM
To: Renee Kabrick
Cc: Bud Hauersperger; Jane Chambers; Ashley Kiefer
Subject: RE: Pumps and motors

Last year we had replaced one of the coagulant pumps with FACO works. They were one of the 2 quotes we received. We want to alleviate future issues with multiple pumps, manufacturers, and spare parts. We want to be consistent.

We replaced a diaphragmed Fluoride pump 3 years ago with a peristaltic pump from Pelton Environmental. They are a sole distributor of these pumps in Indiana. Fluoride is an acidic chemical and it eats away at the exposed components of the diaphragmed pumps and causes premature failures. With the peristaltic pump there are no exposed components.

From: Renee Kabrick <rjkabrick@jasperindiana.gov>
Sent: Tuesday, September 19, 2023 8:09 AM
To: Tim Doersam <tdoersam@jasperindiana.gov>
Cc: Bud Hauersperger <hauersperger@jasperindiana.gov>; Jane Chambers <jachambers@jasperindiana.gov>; Ashley Kiefer <akiefer@jasperindiana.gov>
Subject: Pumps and motors

Tim: based on the discussion at the meeting last night, you will need to provide documentation for inclusion with the minutes, stating the basis for not getting quotes for the Alum and Fluoride pumps/motors. This could be a letter stating that the pumps are being replaced as part of the routine maintenance of the system; or that the company in question is the single source for supply of the equipment that is needed. Otherwise, for the purchase of anything between \$3,000 and \$25,000, you are required to get at least two quotes. I will note, that there is language in our purchasing resolution that states 2 quotes are required "whenever feasible." So, if there is a reason that getting another quote is "not feasible" then you could provide that instead.

I am asking Ashley to attach this information to the meeting minutes once you've completed it.

Let me know if you have any questions.

Thanks,

Renee J. Kabrick

City Attorney



Phone: 812.482.4255 Cell: 812.272.1107

Email: rjkabrick@jasperindiana.gov

Web: www.jasperindiana.gov

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