

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
FEBRUARY 20, 2024**

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, February 20, 2024.

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"/>
Adam Auffart – Vice Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tara Eckman – Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Phil Schmidt – Water Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bibianna Green – Gas Commissioner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Brian Hostetter – Electric 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"/>
Ashley Kiefer – Office Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ABSENT:

Steve Hale – Wastewater Commissioner
Renee Kabrick – City Attorney

PLEDGE OF ALLEGIANCE

Chairman Roger Seng led the Pledge of Allegiance.

ELECTRIC - QUOTE OPENING: DIGGER DERRICK TRUCK

Ashley Kiefer opened the quotes and read aloud the following:

1. Altec Industries	Base Price:	Trade-In Allowance:	Net Price:
Indianapolis, IN	\$461,149.00	\$2,000.00	\$459,149.00

Model Option: DH50H

Additional Options:

DH50E + \$4,500.00
Radio/Remote Controls + \$13,000.00

2. Custom Truck Kansas City, MO	Base Price: \$305,465.00	Trade-In Allowance: \$0	Net Price: \$305,465.00
------------------------------------	-----------------------------	----------------------------	----------------------------

Model Option: Freightliner M26 4x4 Terex Commander

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

Chairman Roger Seng asked for a recommendation from Stan Seifert. Seifert suggested they go through the specs of both since they are very different quote amounts.

Adam Auffart made a motion for the quotes to be taken under advisement. Phil Schmidt seconded the motion. Motion approved, 6-0.

GAS & WATER - QUOTE OPENING: UTILITY TERRAIN VEHICLE

Ashley Kiefer opened the quotes and read aloud the following:

1. Hopf Outdoor Power Jasper, IN	Base Price: \$26,114.08	Trade-In Allowance: \$3,000.00	Net Price: \$23,114.08
-------------------------------------	----------------------------	-----------------------------------	---------------------------

Model Option: Kubota RTV-X1100 CWL-H

2. Hutson, Inc. Chandler, IN	Base Price: \$36,134.18	Trade-In Allowance: \$4,000.00	Net Price: \$32,134.18
---------------------------------	----------------------------	-----------------------------------	---------------------------

Model Option: John Deere XUV 835M

3. St. Anthony Tire St. Anthony, IN	Base Price: \$32,340.86	Trade-In Allowance: \$7,000.00	Net Price: \$25,340.86
--	----------------------------	-----------------------------------	---------------------------

Model Option: Bobcat UV34 Gas

4. St. Anthony Tire St. Anthony, IN	Base Price: \$34,140.86	Trade-In Allowance: \$7,000.00	Net Price: \$27,140.86
--	----------------------------	-----------------------------------	---------------------------

Model Option: Bobcat UV34 Diesel

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

St. Anthony Tire quotes included a Non-Collusion Affidavit and Indiana Legal Employment Declaration only.

Tim Doersam stated that the capital expenditure plan had a budget of \$23,000.00 for this vehicle. Doersam recommended the lowest bid of \$23,114.08 (with trade-in) from Hopf Outdoor Power pending review of specifications.

Tara Eckman made a motion to approve the low bid from Hopf pending review of specifications. Bibianna Green seconded the motion. Motion approved, 6-0.

WASTEWATER - QUOTE OPENING: COLLECTION DEPARTMENT TRUCK

Ashley Kiefer opened the quotes and read aloud the following:

1. Bob Luegers Motors Jasper, IN	Base Price: \$49,300.00	Trade-In Allowance: \$3,000.00	Net Price: \$46,300.00
-------------------------------------	----------------------------	-----------------------------------	---------------------------

Model Option: GMC Sierra

2. Uebelhor & Sons Jasper, IN	Base Price: \$46,148.00	Trade-In Allowance: \$1,000.00	Net Price: \$45,148.00
----------------------------------	----------------------------	-----------------------------------	---------------------------

Model Option: Chevy Silverado 1500

3. Sternberg Chrysler Center Jasper, IN	Base Price: \$52,420.00	Trade-In Allowance: \$9,451.00	Net Price: \$42,969.00
---	----------------------------	-----------------------------------	---------------------------

Model Option: Ram 1500 Classic Crew Cab

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

Ed Hollinden recommended approval of the \$42,969.00 (with trade) bid from Sternberg's, pending review of specs. He also stated they would be trading a 2004 Chevy Astro Van.

Phil Schmidt made a motion to approve the low bid of \$42,969 (with trade) from Sternberg's. Adam Auffart seconded the motion. Motion approved, 6-0.

APPROVAL OF MINUTES: JANUARY 16, 2024 REGULAR MEETING

Chairman Roger Seng presented the minutes from the January 16, 2024 Regular Meeting and there were no corrections or amendments. Seng asked for approval of the minutes as presented.

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

PUBLIC BUSINESS – LARRY CARPENTER FROM CARPENTER REALTY – QUESTIONS ON MISCELLANEOUS INVOICE FOR MAIN BREAK REPAIRS & WATER LOSS

Carpenter had a water main break on January 21st, 2024, which resulted in a massive water loss until repaired on January 22nd, 2024.. He asked for some forgiveness on the water charged to him during the leak. Total amount of miscellaneous invoice is \$5,946.62. After much discussion, it was determined there cannot be any forgiveness on the water portion of the invoice, since the water is treated.

Brian Hostetter made a motion to waive the labor, truck rental, pipe, and sales tax on the pipe amounting to a total of \$643.16, lowering the invoice total to \$5,303.46. Adam Auffart seconded the motion. Motion approved, 6-0.

ELECTRIC PLANNING COMMITTEE REPORT

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

WATER DEPARTMENT – BEAVER LAKE DRAIN WILL BE CLOSED ON MARCH 18TH, 2024

Tim Doersam informed the Board that Beaver Lake drain will be closed the week of March 18th, 2024.

WATER DEPARTMENT – APPROVE PROPOSAL FROM MIDWESTERN ENGINEERS FOR ENGINEERING SERVICES ON NEW MAINTENANCE BUILDING

Tim Doersam asked for the Board's approval on the proposal from Midwestern Engineers Inc. for design services for a new maintenance building. Doersam stated they are out of room in the current facilities, storing trucks and equipment outside. This building will include an office, shop, and a larger training room to provide for more in house training for water operators and OQ training for the Gas crew. Design estimate is \$120,000, which is not included in the capital expenditure budget for the new building cost total. Doersam advised that Gas and Water employees will do some finish work on the interior of the building, saving money on total building cost. The Board asked if other quotes could be obtained for design services. Doersam stated he will reach out to other design firms.

Brian Hostetter made a motion to table the discussion until the next meeting when additional quotes can be presented. Adam Auffart seconded the motion. Motion approved, 6-0.

GAS & WATER DEPARTMENT – APPROVE ENGINEERING PROPOSAL FROM HEINZ FOR AC/HEATING REPLACEMENT

Doersam advised they are currently spending a lot of money with Trane on repairs and they would like to replace the entire system. Heinz has submitted an engineering proposal for the mechanical replacement design in the amount of \$10,125.00. Phil Schmidt recommended a simpler system at lower cost be installed by a local contractor. Bud Hayersperger stated that the cost of engineering is a very small portion of the overall budget for the replacement and quotes from local contractors can be requested also after the design is finished.

Bibianna Green made a motion to approve the proposal from Heinz for \$10,125.00. Brian Hostetter seconded the motion. Motion approved, 5-1, with Phil Schmidt opposing.

GAS DEPARTMENT - APPROVE PROPOSAL FROM USDI – 192 GIS

192 GIS would allow Gas & Water to interact with the GIS system. Inspections and maintenance records can be loaded into GIS, which would reduce the paper trail for IURC and reduce inspection and audit time and help with asset management. Doersam is asking for approval for 1 year at a cost of \$4,500.00.

Phil Schmidt made a motion to approve the USDI proposal at a cost of \$4,500.00. Adam Auffart seconded the motion. Motion approved, 6-0.

GAS PLANNING COMMITTEE REPORT

Bibianna Green, Chairman of the Gas Planning Committee, stated the Gas Committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT

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

WASTEWATER DEPARTMENT – REQUEST APPROVAL TO START HIRING PROCESS FOR SWING SHIFT OPERATOR DUE TO RETIREMENT IN JUNE

Ed Hollinden asked for the Board's permission to start the hiring process for a swing shift operator to replace Phil Bonifer who will be retiring in June.

Tara Eckman made a motion to approve the start of the hiring process. Brian Hostetter seconded the motion. Motion approved, 6-0.

WASTEWATER DEPARTMENT – HIRED LAB TECHNICIAN

Ed Hollinden shared that they have hired Ian Grant as the Lab Technician at the wastewater facility.

WASTEWATER PLANNING COMMITTEE REPORT

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

BUSINESS OFFICE – HIRED WHITTNEY HUFF AS A CUSTOMER SERVICE CLERK

Ashley Kiefer updated the Board that Whitney Huff has been hired as a Customer Service Clerk to replace Mary Huff, who will be retiring in March. Her first day was February 12th, 2024.

BUSINESS OFFICE – REQUEST APPROVAL TO BEGIN HIRING PROCESS FOR A CUSTOMER SERVICE CLERK DUE TO A RETIREMENT IN JUNE

Ashley Kiefer stated that Jean Seidl has announced her retirement from her Customer Service Clerk position at the end of June. Kiefer requested to begin the hiring process for this position.

Adam Auffart made a motion to approve the request. Bibianna Green seconded the motion. Motion approved, 6-0.

GENERAL MANAGER –BUD HAUERSPERGER—RETROACTIVE APPROVAL OF ELECTRIC LIABILITY INSURANCE QUOTE FROM JAMES RIVER INSURANCE

Hauersperger received a quote from Kunkel Insurance pertaining to the liability insurance for the electric department. Last year’s annual premium was \$18,981 with no deductible. Hauersperger was informed that they will not continue providing liability coverage this year. Kunkel Insurance searched for a replacement policy and could only find one provider that quoted an annual premium of \$94,000 with a \$25,000 deductible. Kunkel Insurance stated that premiums have skyrocketed due to fires in California and Hawaii being blamed on arcing electrical lines. Kunkel provided another quote from James River Insurance with an annual premium of \$43,101.25 and a \$5000 deductible. Hauersperger noted that they will be shopping for insurance much earlier this year for 2025 due to the large cost increases.

Tara Eckman made a motion to retroactively approve the James River Insurance quote for \$43,101.25. Brian Hostetter seconded the motion. Motion Approved, 6-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET

Secretary 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.

Adam Auffart 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 8:28PM upon motion by Brian Hostetter and seconded by Bibianna Green. Motion approved, 6-0.

The minutes were hereby approved _____ with without corrections this 18th day of March, 2024.

Attest: J. B. Schinner Secretary | Ray A. Gray Chairman