

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
March 11, 2025**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, March 11, 2025, in the Council Chambers of City Hall located at 610 Main Street and via Zoom Video Conferencing.

CALL TO ORDER

Mayor Dean Vonderheide called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Kiersten Knies then called the roll:

Mayor Dean Vonderheide	Present
Board member Timothy Bell	Present
Board member Nancy Eckerle	Absent

Also, present were Police Chief Chad Dick, Assistant Street Commissioner Matt Kiefer, Fire Chief/Code Enforcement Officer Kenny Hochgesang, Personnel/Safety/Loss Control Director Cale Knies, City Engineer Chad Hurm, Director of Community Development and Planning Josh Gunselman, City Attorney Renee Kabrick, Park and Recreation Director Tom Moorman, and Clerk Treasurer Kiersten Knies.

Kiersten Knies announced that in order to have a quorum for the meeting, a majority of the board members must be present. Two of the three board members were present in person, which is a majority; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE. Mayor Dean Vonderheide invited all those present to join in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES. The board members examined the minutes from the Regular Meeting held on February 25, 2025. Thereafter, a motion was made by Mayor Vonderheide and seconded by Tim Bell to approve the minutes from February 25, 2025, without correction. Motion carried 2-0.

CLAIMS. The claims against the city from February 7, 2025, through March 6, 2025, were presented to and examined by the board in the total amount of \$2,534,092.62. Payment was made to Ragle, Inc. on the Main Street Phase II out of the GO Bond Funds in the amount of \$286,560.00 which is now about 50% paid and completed. A payment was made on the Community Crossing Project 2024-2 Street Rehab Project in the sum of \$78,457.00 to Knies Construction, Inc. A payment was made on the Regional Wellness Center Design Contract to Hafer Design Services, Inc. in the sum of \$48,000.00. Additionally, a cash contribution was made to the Jasper Volunteer Firefighters plans for calls in 2024 in the sum of \$18,781.00. Thereafter a motion was made by Tim Bell and seconded by Mayor Vonderheide to approve the claims as presented. Motion carried 2-0.

QUOTE/BID OPENING

City Attorney Renee Kabrick opened the quote for a roof replacement at Fire Station 2 from Schmidt Contracting, Inc. as follows:

- Schmidt Contracting, Inc. \$29,500.00

Attorney Kabrick noted that quotes were requested from Schmidt Contracting, Inc., Ace Roofing, Inc. and Hedinger Roofing, Inc. Fire Chief/Code Enforcement Officer Kenny Hochgesang advised that \$30,000.00 was budgeted. Chief Hochgesang recommended accepting the quote pending review by the Engineering Department.

Thereafter a motion was made by Tim Bell and seconded by Mayor Vonderheide to accept the quote from Schmidt Contracting, Inc. for roof replacement at Fire Station 2 in the sum of \$29,500.00 pending review by the Engineering Department. Motion carried 2-0.

City Attorney Renee Kabrick opened the quotes for a salt spreader for the Street Department as follows:

- IMPCO Truck and Track Pros \$8,846.07
- Meyer Truck Equipment \$8,450.00

Assistant Street Commissioner Matt Keifer recommended taking the quote under advisement and make a recommendation to the board at the next meeting.

Thereafter a motion was made by Mayor Vonderheide and seconded by Tim Bell to take the quotes for a salt spreader for the Street Department under advisement. Motion carried 2-0.

JASPER JAYCEES EASTER EGG HUNT

Oscar Torres of the Jasper Jaycees requested permission to host the Jaycees Easter Egg Hunt on Saturday, April 19, 2025, at 10:00 am at Jaycee Park and Parking Lot. Set up will begin at 8:00 am and tear down will be completed by noon. This year due to the Pool Construction, the Jaycees may host a drive through egg hunt instead depending on the availability of the parking lot. City Attorney Renee Kabrick suggested mentioning it to the contractor at the next progress meeting.

A motion was made by Tim Bell and seconded by Mayor Vonderheide to allow Jasper Jaycees to use Jaycee Park and Parking Lot to host the Jaycees Annual Easter Egg Hunt on Saturday, April 19, 2025, at 10:00 am with set up to begin at 8:00 am and tear down to be complete by noon. Motion carried 2-0.

LIVE TO RISE FUN RUN FOR RECOVERY UPDATE

Janessa Wagner of the Jasper Park and Recreation Department on behalf of the Dubois County Advocacy for Recover and Prevention Council requested approval to move the Live to Rise Fun Run for Recovery from Saturday September 27, 2025, to Saturday, September 20, 2025, at 10:00 am at the Dave Buehler Plaza. All other plans remain the same.

A motion was made by Tim Bell and seconded by Mayor Vonderheide to move the Live to Rise Fun Run for Recovery hosted by the Dubois County Advocacy for Recovery and Prevention Council from Saturday, September 27, 2025, to Saturday, September 20, 2025, at 10:00 am at the Dave Buehler Plaza with all other details remaining the same. Motion carried 2-0.

TRAVEL AND TRAINING REQUEST

Mayor's Assistant Lisa Bower requested permission to attend the 2025 Annual IMA Conference in Greensburg, IN from April 16, 2025, through April 18, 2025, for a total of \$389.00 including conference and hotel.

A motion was made by Mayor Vonderheide and seconded by Tim Bell to allow Mayor's Assistant Lisa Bower to attend the 2025 Annual IMA Conference in Greensburg, IN from April 16, 2025, to April 18, 2025, for an approximate cost of \$389.00. Motion carried 2-0.

Clerk Treasurer Kiersten Knies requested permission for herself and Financial Coordinator Carma Gentry to attend ILMCT Clerk Treasurer's School in Plainfield, IN the week of March 17, 2025. The total cost of the school for both to attend is approximately \$600.00 and the hotel will be approximately \$200.00. The total to travel for both will not exceed \$1000.00.

A motion was made by Mayor Vonderheide and seconded by Tim Bell to allow Clerk Treasurer Kiersten Knies and Financial Coordinator Carma Gentry to attend ILMCT Clerk Treasurer's School in Plainfield, IN the week of March 17, 2025, for a cost not to exceed \$1000.00. Motion carried 2-0.

Mayor Vonderheide requested permission to attend the Mayor's Institute in Indianapolis on April 29, 2025, and April 30, 2025. This is something Mayor Vonderheide attends regularly with other Mayors from around the State of Indiana. Registration is \$219.00, hotel accommodations is \$232.00 and there may be parking and meals on top of that for a total of approximately \$500.00. City Attorney Renee Kabrick noted that with Nancy Eckerle's absence, there would not be a majority vote. This matter was tabled until the next meeting.

JUNK ASSET

Mayor's Assistant Lisa Bower requested permission to remove two chairs from the blue conference room with asset numbers 100336 and 100337 from the list of fixed assets.

A motion was made by Tim Bell and seconded by Mayor Vonderheide to remove two conference chairs with asset tag number 100336 and 100337 from the list of fixed assets. Motion carried 2-0.

Mayor's Assistance Lisa Bower requested permission to remove four chairs from the upstairs sitting area with asset numbers 100360, 100361, 100362 and 100363 from the list of fixed assets.

A motion was made by Mayor Vonderheide and seconded by Tim Bell to remove asset numbers 100360, 100361, 100362 and 100363 from the list of fixed assets. Motion carried 2-0.

Police Chief Chad Dick requested permission to remove an ACER DLP Video Project with asset number 101886 from the Jasper Police Department's list of fixed assets.

A motion was made by Tim Bell and second by Mayor Vonderheide to remove asset number 101886 from the Jasper Police Department's list of fixed assets. Motion carried 2-0.

Fire Chief/Code Enforcement Officer Kenny Hochgesang requested to remove an air compressor with asset number 102505 and a Vertex radio with asset number 100444 from the Fire Department's list of fixed assets.

A motion was made by Tim Bell and seconded by Mayor Vonderheide to remove asset numbers 102505 and 100444 from the Fire Department's list of fixed assets. Motion carried 2-0.

Clerk Treasurer Kiersten Knies requested permission to remove two guest chairs with asset numbers 100082 and 100085 from the Clerk Treasurer's list of fixed assets.

A motion was made by Mayor Vonderheide and seconded by Tim Bell to remove asset numbers 100082 and 100085 from the Clerk Treasurer's list of fixed assets. Motion carried 2-0.

TRANSFER ASSETS

Fire Chief/Code Enforcement Officer Kenny Hochgesang requested permission to transfer three Motorola Radios with asset numbers 102622, 102623, 102676 from the Fire Department's list of fixed assets to the Police Department's list of fixed assets.

A motion was made by Tim Bell and seconded by Mayor Vonderheide to transfer three Motorola Radios with asset numbers 102622, 102623, 102676 from the Fire Department's list of fixed assets to the Police Department's list of fixed assets. Motion carried 2-0.

FIRE ENGINE No. 1

Fire Chief/Code Enforcement Officer Kenny Hochgesang advised Fire Engine No. 1 has been diagnosed with a problem in the Diesel Exhaust Fluid and that part will require replacement. The request was made through the manufacturer online and it was indicated that it could take anywhere from a few days to a few months to receive the part. That truck is now out of service until it can be repaired. It will be moved to another station and some trucks will be moved around.

MONTHLY REPORT

Police Chief Chad Dick presented the previously distributed call report for the Jasper Police Department for the month of February. Chief Dick noted some of the highlights of the month. The board acknowledged receipt of the report.

Director of Community Development and Planning Josh Gunselman presented the previously distributed permitting report for the month of February. There were seven total permits bringing \$2.2 million in construction to the City of Jasper. The board acknowledged receipt of the report.

PERMISSION TO BEGIN HIRING PROCESS

Police Chief Chad Dick requested permission to begin the hiring process for the position of traffic auxiliary officer. The department is now down to three auxiliary officers and would like to bring at least one if not two auxiliary officers on board.

A motion was made by Mayor Vonderheide and seconded by Tim Bell to allow Chief Dick and the Jasper Police Department to begin the hiring process for the position of two traffic auxiliary officers. Motion carried 2-0.

PERMISSION TO SEEK QUOTES

Fire Chief Code Enforcement Officer Kenny Hochgesang requested permission to seek quotes for four eight hundred truck radios that will be installed in the engines. The department originally budgeted for six radios for a total of \$21,000.00. However, with ordering a new tower truck it was determined that that would be included in the price of the truck and be installed at the factory rather than opening the cab back up. Engine six, which is a reserve truck, will not have one. Two trucks already have radios.

A motion was made by Tim Bell and seconded by Mayor Vonderheide to allow Chief Hochgesang and the Fire Department to seek quotes for four eight hundred truck radios. Motion carried 2-0.

Fire Chief /Code Enforcement Officer Kenny Hochgesang requested permission to seek quotes for Fire Station #3 Floor Update project. This station is used for voting and has a tile floor and some of the tiles are loose and coming up. They are looking to have a speckle floor installed on top of the concrete. As part of the update, they plan to update the ceiling tiles and the lighting, however they only wish to seek quotes for the flooring update at this time.

A motion was made by Mayor Vonderheide and seconded by Tim Bell to allow Chief Hochgesang and the Fire Department to seek quotes for the Fire Station #3 Floor Update Project. Motion carried 2-0.

INTERLOCAL ROAD BOND AGREEMENT, STREET BOND AGREEMENT, and RESOLUTION NO. BPWS 2025-1

A Resolution of the Board of Public Works and Safety of the City of Jasper, IN Approving an Interlocal Government Agreement between Dubois County, IN and the City of Jasper, IN Concerning the Northridge Estates Subdivision Road Bond.

City Engineer Chad Hurm requested permission to enter into a Road Bond Agreement with Dubois County in regard to the Northridge Subdivision. There are city streets and county streets that need to be bonded in the event that there is damage to those roads during construction of the subdivision. This is an interlocal agreement with Dubois County so that one bond can be issued. City Attorney Renee Kabrick indicated that the city and the county are working together to determine the bond amount for all of the roads involved in the project. Attorney Kabrick worked with County Attorney Greg Schnarr to put together the interlocal agreement which identifies the City of Jasper as the lead agency in dealing with the developer and identifying the road bond amount. The developer is responsible for paying for the bond. City Attorney Renee Kabrick requested approval of a Street Bond Agreement between the City of Jasper and Kerstiens Development, Inc. in regard to Northridge Subdivision.

City Attorney Renee Kabrick read Resolution No. BPWS 2102-1 by title only and requested board approval of the Road Bond Agreement with regard to the Interlocal Road Bond Agreement between the City of Jasper and Dubois County and the Street Bond Agreement between the City of Jasper and Kerstiens Development, Inc., and the Northridge Estates Subdivision. An identical resolution will go before the Dubois County Commissioners at their March 17, 2025, Commissioner's Meeting.

A motion was made by Mayor Vonderheide and seconded by Tim Bell approve the Interlocal Road Bond Agreement between the City of Jasper and Dubois County, the Street Bond Agreement between the City of Jasper and Kerstiens Development, Inc., and to pass and adopt Resolution No. BPWS 2025-1. Motion carried 2-0.

PROJECT UPDATES

City Engineer Chad Hurm gave an update on the various projects going on in the City of Jasper. The asphalt plants have opened as of this week, so the schedule did change slightly for Main Street Phase II. It has been decided to remove the existing roadbed and go ahead and reconstruct up to base asphalt. The roadbed will be removed by the end of the week and hope to begin paving next week. They continue to do flat work down there and anticipate moving to the North half soon.

The East side of the Mill Street parking lot is opened up and the West entrance has been closed down. It is taking less than the three weeks that was anticipated.

QUOTE ACCEPTANCE

Assistant Street Commissioner Matt Kiefer requested acceptance of the low quote for sixty traffic signs to replenish inventory from Stello Products in the amount of \$2,328.54. The Street Department did reach out for three quotes and Stello Products was the lowest. The signs meet our traffic safety reflective standards.

A motion was made by Tim Bell and seconded by Mayor Vonderheide to approve the low quote for sixty traffic signs from Stello Products in the amount of \$2,328.54. Motion carried 2-0.

CONTRACT RENEWAL APPROVAL

Clerk Treasurer Kiersten Knies requested approval of the renewal of the Fire Department's portion of the Smithville Telephone Contract for Fire Station #2 and #3 in the amount of \$119.00 per month for each station. In an attempt to minimize the number of contracts and invoices that the City receives from Smithville, several facilities were condensed down into one contract. This contract renewal includes the Mill, the Train Depot, Golf Pro Shop, Driving Range, Parklands, Fire Station #2 and #3 and Ruxer Clubhouse. The Park Department's portion of the contract renewal will go to the Park Board for approval.

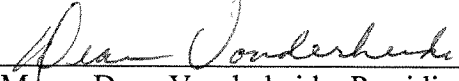
A motion was made by Tim Bell and seconded by Mayor Vonderheide to approve the Smithville Contract Renewal for Fire Station #2 and #3 in the amount of \$119.00 per month for each station. Motion carried 2-0.

SAFETY COMPLAINT

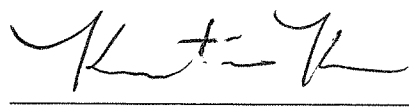
Mayor Vonderheide communicated to the Street Department, Police Department, Safety, and the Board of Public Works regarding a complaint concerning the visibility of oncoming traffic at the crosswalk of the intersection of Fourth and Mill Streets. There has been some review, but a decision has not been made as to what action the city will take. This is still under review by various departments and a recommendation will be made in the next couple of weeks.

ADJOURNMENT. A motion was made by Tim Bell and seconded by Mayor Vonderheide to adjourn the meeting. The motion carried 2-0 and the meeting adjourned at 8:50 a.m.

The minutes were hereby approved ___ with / without corrections or clarification this 24th day of March, 2025.



Mayor Dean Vonderheide, Presiding Officer

Attest: 

Kiersten Knies, Clerk-Treasurer