

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

June 3, 2020

Council Chambers

4:00 P.M.

Board:

Neil Taylor, Chairman

Bill Stoner, Vice Chairman

Jim Urban, Secretary

Dan Lamar – Member-Absent

Aaron Smith, Member

Staff:

Ryan Ottinger, WWW Manager

Sandra Morgan, CFO

Jeff Greeno, Electric Manager

Ed Basquill, General Manager

Jeff Jacob, Legal Counsel

Guests:

John Lightner BF&S

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1. Chairman Neil Taylor called the June 3, 2020 meeting of the Lebanon Utility Service Board to order at 5:07 P.M. Roll call was verbally stated by Chairman Taylor. Member Dan Lamar was not in attendance. Confirmation of appropriate notification was acknowledged.

Chairman Taylor stated that this meeting was being held via conference call due to the current COVID-19 pandemic and Governor Holcomb's stay at home and social distancing orders.

2. Pledge of Allegiance to the American Flag was observed.
3. Chairman Taylor requested comments or changes to the April 22, 2020 minutes. Member Aaron Smith made a motion to accept the minutes as written. Vice Chairman Bill Stoner seconded the motion. Motion carried.
4. Electric Operations Manager Jeff Greeno asked the Board to approve a Capital Improvement Project Study with Butler, Fairman & Seufert. BF&S will assist the Electric Utility with planning and budgeting of future projects and provide contractual assistance for \$24,000. Assistance in providing a short-range City lighting project is included for \$10,000. Vice Chairman Stoner made a motion seconded by Member Smith to approve a study by BF&S to identify and prioritize potential projects for the Electric Department and to conduct a Lighting Study to assist the City with potential projects it has for Memorial Park, along Meridian Street from Ulen Drive to Washington Street, and along East Street from Ulen Drive to Washington Street for a not to exceed amount of \$34,000.00.
5. Legal Counsel Jeff Jacob provided the Board with information regarding Indiana Utility Regulatory Commission's (IURC) cause number 45380. Investor owned Utilities (IOU's) are seeking to offset their losses accrued by the COVID-19 pandemic. Counsel Jacob wanted to know if Lebanon Utilities wished to join eleven other Municipal Utilities (MOU's) in providing influence in the decision and to have a voice in representing the municipal utilities.

A motion was made by Secretary Jim Urban and seconded by Vice Chairman Stoner that Lebanon Utilities should intervene in IURC Cause Number 45380 as part of the Municipal Owned Utility Class as to Phase 1 only.

Vice Chairman Stoner made a motion, seconded by Secretary Urban to retain outside counsel to represent Lebanon Utilities and the Lebanon Utility Service Board in IURC Cause Number 45380 as to Phase 1 at the discretion of General Manager Ed Basquill and direction of our attorney in an amount not to exceed 5,000.00.

6. Water Department Manager and Legal Counsel Jeff Jacob presented to the Board a request for water tower maintenance. After much discussion it was decided to table any action by the Board until the next meeting by a motion from Member Stoner and seconded by Member Smith. Motion carried
7. Legal Counsel Jeff Jacob informed the Board that the transfer of the Utility Pension provider from Principal to One America was in progress.
8. Member Smith made a motion to approve the claims dated June 3, 2020 for \$407,283.51 and authorized General Manager Basquill to sign on behalf of the Board. Secretary Urban seconded the motion. Motion carried.
9. Secretary Urban made a motion to retroactively approve the claims dated May 6, 2020 for \$1,056,112.05 and May 20, 2020 for \$1,741,938.00 pursuant to Indiana Code 31-1-4-16. Vice Chairman Stoner seconded the motion. Motion carried
10. Chairman Taylor asked for any other business that may be brought before the Board.

Chief Financial Officer Sandra Morgan reminded the listening public of assistance available thru the CARES Act for up to \$350 for qualifying residents. Applications will be accepted thru July 31, 2020. Or call 211 for further information on the Low Income Home Energy Assistance Program.

General Manager Ed Basquill presented the Board and listening public, information regarding the state of revenue vs expenses as they have been affected by the COVID-19 shut down. Revenues are still higher than expenses. This financial presentation is attached as a part of these minutes.

11. Chairman Taylor opened the floor for public comment. Legal counsel Jeff Jacob gave an update regarding the Finley Drive electrical fire. A suit has been filed and Erie Insurance is representing the City of Lebanon Utilities.
12. The next Utility Board meeting will meet as scheduled on June 17, 2020 at 5:00pm.
13. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Member Smith. The motion was seconded by Chairman Taylor. Motion carried.

The meeting was adjourned at 7:00 P.M.

APPROVED THIS 17 DAY OF June, 2020

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD