

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

September 9, 2020

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Bill Stoner, Vice Chairman
Jim Urban, Secretary-Absent
Dan Lamar, Member
Aaron Smith, Member

Staff:

Ryan Ottinger, W/WW Manager
Jeff Greeno, Electric Manager
Sandra Morgan, CFO
Ed Basquill, General Manager
Jeff Jacob, Legal Counsel

Guests:

John Lightner, BF&S

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1. Chairman Neil Taylor called the September 9, 2020 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. Secretary Jim Urban was not in attendance. Confirmation of appropriate notification was acknowledged. This meeting was held live in Council Chambers.
 2. Pledge of Allegiance to the American Flag was observed.
 3. Chairman Taylor requested comments or changes to the August 19, 2020 minutes. Member Smith made a motion to accept the minutes as written. Member Lamar seconded the motion. Motion carried.
 4. General Manager Ed Basquill requested modifications to current Availability Fee Policy for commercial customers, such modifications will benefit redevelopment. Member Lamar made a motion to approve modifications to current Availability Fee Policy. Vice Chairman Stoner seconded the motion adding commercial property redevelopment only. Motion carried.
 5. Legal Counsel Jeff Jacob made a recommendation to approve the Memorandum of Understanding between the City of Lebanon and the Town of Ulen. Member Lamar made a motion to approve the Memorandum of Understanding between the City of Lebanon and the Town of Ulen with Ulen edit and authorizing General Manager Ed Basquill to sign on behalf of the Utility Service Board. Vice Chairman Stoner seconded the motion. Motion carried.
 6. Wastewater Department Manager Ryan Ottinger made a recommendation to approve Butler, Fairman & Seufert agreement for Patterson Street Sanitary Sewer Easement in an amount not to exceed \$5,200.00. Vice Chairman Stoner made a motion to approve Sanitary Sewer Easement Patterson Street. Member Smith seconded the motion. Motion carried.
 7. Wastewater Department Manager Ryan Ottinger made a recommendation to approve Butler, Fairman & Seufert Engineering services for 2020 Sanitary Sewer Lining Project in the amount of \$16,500.00. Member Lamar made a motion to approve Butler, Fairman & Seufert Engineering services for 2020 Sanitary Sewer Lining Project in the amount of \$16,500.00. Member Smith seconded the motion. Motion carried.
 8. Water Department Manager Ryan Ottinger made a recommendation to approve Butler, Fairman & Seufert Engineering services for 2020 Water Loss Audit & Validation in the amount of \$15,000.00. Vice Chairman Stoner made a motion to approve Butler, Fairman & Seufert

Engineering services for the 2020 Water Loss Audit & Validation in the amount of \$15,000.00. Member Lamar seconded the motion. Motion carried.

9. Water/Wastewater Department Manager Ryan Ottinger made a recommendation to approve Butler, Fairman & Seufert Engineering services & Inspection of Abner Longley Storage Tank & Booster Station in an amount not to exceed \$555,300.00. Member Lamar made a motion to approve Butler, Fairman & Seufert Engineering services & Inspection of Abner Longley Storage Tank & Booster Station in an amount not to exceed \$555,300.00. Member Smith seconded the motion. Motion carried.
10. Member Smith made a motion to approve the claims dated September 9, 2020 for \$555,578.13. Vice Chairman Stoner seconded the motion. Motion carried.
11. Chairman Taylor asked for any other business that may be brought before the Board. CFO Sandra Morgan updated the board on delinquent accounts due to Pandemic and Sandra also updated the board about Health Insurance renewal from AIM. General Manager Ed Basquill presented a slide presentation to the board titled "Your Community Owned Not for Profit Utility".
12. Chairman Taylor opened the floor for public comment. No further comments were received.
13. The next Utility Board meeting will meet as scheduled on September 23, 2020 at 5:00pm.
14. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Vice Chairman Stoner. The Motion was seconded by Member Smith. Motion carried.

The meeting was adjourned at 6:22 P.M.

APPROVED THIS 23 DAY OF September 2020

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD