

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

November 18, 2020

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Bill Stoner, Vice Chairman

Jim Urban, Secretary
Dan Lamar, Member
Aaron Smith, Member

Staff:

Ryan Ottinger, W/WW Manager
Sandra Morgan, CFO

Ed Basquill, General Manager
Jeff Greeno, Electric Ops Manager

Jeff Jacob, Legal Counsel

Guests:

John Lightner, BF&S
Thomas Dreher, Skjodt Barrett
(Zoom)

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1. Chairman Neil Taylor called the November 18, 2020 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. 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 November 4, 2020 minutes. Vice Chairman Stoner made a motion to accept the minutes as written. Secretary Urban seconded the motion. Member Lamar abstained as he was not in attendance at the November 4th meeting. Motion carried.
 4. Due to Covid19 restrictions Thomas Dreher President of Skjodt Barrett made a Zoom presentation and discussed availability fees. Mr. Dreher's presentation included an overview of the Company, background of water pressure issues and an unresolved item involving a retroactive billing credit adjustment for years 2-7. Board Members thanked Mr. Dreher and asked for a copy of the presentation which will be reviewed and discussed at a later time.
 5. CFO Sandra Morgan asked the Board to approve a one-time 2020 vacation payout for employees in the amount up to 80 hours provided that 40 hours is maintained. Sandra Morgan explained throughout 2020 and because of Covid19 many employees have not been able to take their earned vacation time. Those employees that wish to participate will be paid at their current 2020 pay rate. Chairman Taylor added this would prevent carrying over an abundance of time that could create scheduling issues in 2021. Secretary Urban made a motion to approve a one-time 2020 vacation payout in the amount of 80 hours provided that 40 hours is maintained. Member Lamar seconded the motion. Motion carried.
 6. Legal Counsel Jeff Jacob presented Resolution No. 2020-04 Joint Resolution Exchanging Property and read the resolution in its entirety. Vice Chairman Stoner made a motion to approve Resolution No. 2020-04 Joint Resolution exchanging property between The City of Lebanon and The Lebanon Utility Service Board contingent upon the removal of the residence from 501 East Noble Street. Member Lamar seconded the motion. Motion carried.
 7. Water/Wastewater Manager Ryan Ottinger asked the Board to approve Butler Fairman & Seufert to assist with contract documents and bidding assistance for the demolition of the buildings located

on 501 East Noble Street. Vice Chairman Stoner asked if we could do this in house rather than hiring out. After discussion it was decided to move forward with Butler Fairman & Seufert's assistance. Member Lamar made a motion to approve Butler Fairman & Seufert in the amount of \$3,800.00 to assist with contract documents, bidding assistance and virtual bid opening associated with the demolition of the buildings located on 501 East Noble Street. Secretary Urban seconded the motion. Motion carried.

8. Water/Wastewater Manager Ryan Ottinger asked the Board to approve Butler Fairman & Seufert to properly advertise bids and conduct the virtual bid opening for William Street Bridge Water Main Project. Ryan said this was a County project that originally was slated for 2020 but the County decided to delay it to 2021. Our water line goes through the concrete deck of the bridge and that will be completely replaced, the water line will be moved so in the future it will not be in the County's way. Member Smith made a motion to approve Butler Fairman & Seufert to properly advertise the Williams Street Bridge Water Main Project and conduct the virtual bid opening. Vice Chairman Stoner seconded the motion. Motion carried.
9. Electric Manager Jeff Greeno asked the Board to proceed with the virtual bid opening process for the Ulen Construction Project. Chairman Taylor stated this was approved prior but without the documents in hand that we now have, and it will be virtual bids due to Covid19. Member Lamar made a motion to proceed with the virtual bidding process for the Ulen Construction Project relocating service to rear of properties. Secretary Urban seconded the motion. Motion carried.
10. Secretary Urban made a motion to approve the claims dated November 18, 2020 for \$1,896,633.21. Member Smith seconded the motion. Motion carried.
11. Chairman Taylor asked for any other business that may be brought before the Board. No further business was discussed.
12. Chairman Taylor opened the floor for public comment. No further comments were received.
13. The next Utility Board meeting will be as scheduled on December 9, 2020 at 5:00pm. Chairman Taylor advised as of right now the plan is to only have one meeting in December, depending on the Pandemic conditions that meeting could possibly be conducted virtually.
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 Lamar. Motion carried.

The meeting was adjourned at 5:51 P.M.

APPROVED THIS 9 DAY OF December 2020

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD

