

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

November 3, 2021

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman  
Jim Urban, Secretary  
Aaron Smith, Member  
Tim Hudson, Member  
Bill Stoner, Member

Staff:

Ed Basquill, General Manager  
Jeff Greeno, Electric Ops Manager  
Sandra Morgan, CFO  
Danielle Butts, Exec Assistant  
Jeff Jacob, Legal Counsel  
Ryan Ottinger, W/WW Ops Manager  
Seth Byrd, Telcom Ops. Manager

Guests:

John Lightner, BF&S  
Molly Whithead, EDC  
Claire Kolet, EDC  
Todd Lehman, Kokosing  
Tyler Shaw, Kokosing

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1. Chairman Neil Taylor called the November 3, 2021, meeting of the Lebanon Utility Service Board to order at 5:00 P.M.
  2. Pledge of Allegiance to the American Flag was observed.
  3. Vice Chairman Stoner made a motion to approve the October 6, 2021, minutes. Secretary Urban seconded the motion.
  4. Economic Development Executive Director Molly Whitehead presented the Economic Development Report to the Board regarding EDC's impact on Boone County and the City of Lebanon. Vice Chairman Stoner made a motion to table the Economic Development Request of Financial Support. Member Hudson seconded the motion. Motion carried.
  5. Ed Basquill informed the board Lebanon Utilities won the 2021 IMEA Safety Award for Midsize Utilities. Ed also wanted to praise Jeff Greeno for becoming the new President of the IMEA. Tim Hudson commented he went to the IMEA conference and was proud of Lebanon Utilities for the award.
  6. Electric Operations Manager, Jeff Greeno presented 3 Electric RFPs for services that will be performed in 2022.  
  
Member Hudson made a motion to proceed with 2022 Pole Inspection RFP. Secretary Urban seconded the motion. Motion carried.  
  
Vice Chairman made a motion to proceed with 2022 on-call conduit installation RFP. Member Hudson seconded the motion. Motion carried.  
  
Secretary Urban made a motion to proceed with 2022 Electric System Tree Trimming RFP. Vice Chairman Stoner seconded the motion. Motion carried.
  7. Water and Wastewater Operations Manager, Ryan Ottinger introduced the members of Kokosing that were in attendance. Ryan gave a brief recap of the Syracuse Dr. water main project. With the partnership of Lebanon Utilities and Kokosing we were able to find savings in multiple areas. Member Smith commented that he visited the jobsite and was impressed with the safety measures and the access the residents were given to the driveways. Ryan asked the board to approve the final change order for

the savings in this project. Secretary Urban made a motion to approve authorization of the Syracuse Dr. Water Main Improvements Change Order No. 1 in the amount to be reimbursed of \$304,436.59. Member Smith seconded the motion. Motion carried.

8. Water and Wastewater Operations Manager, Ryan Ottinger requested the board to approve a retroactive item for well repair at Sugar Creek. Ryan stated that if we have to go below 3 wells than we would have to limit capacity. Peerless Midwest was called to replace the pump. Ryan stated repairs are a budgeted item. Member Smith made a motion to retro-actively approve the motor replacement for Sugar Creek Well 1 in the amount of \$15,713.25. Secretary Urban seconded the motion. Motion carried.
9. Water and Wastewater Operations Manager, Ryan Ottinger presented the 2022-2023 Emergency Repair Program. Vice Chairman Stoner made a motion to approve authorization for Lebanon Utilities to advertise the 2022-2023 Emergency Repair Program. Member Hudson seconded the motion. Motion carried.
10. Telecommunication Operations Manager Seth Byrd asked the board to approve the Phone System Change Order. Member Hudson made a motion to approve the additional \$600.00 for the phone system bringing the contract with TWT for the phone hardware to a not to exceed of \$7,707.00. Secretary Urban seconded the motion. Motion carried.
11. Telecommunication Operations Manager Seth Byrd requested the board declare 20 workstation computers as surplus. Seth stated that the value of these computers to be \$0.00 and will disposed of properly. Vice Chairman Stoner stated that the Indiana Code should be IC 5-22-22-8. Vice Chairman Stoner made a motion to approve the request to declare the listed 20 workstation computers as surplus and for them to be disposed of in accordance with IC 5-22-22-8. Secretary Urban seconded the motion. Motion carried.
12. Secretary Urban made a motion to approve the claims dated November 3, 2021, in the amount of \$676,092.90 for claims and payroll and \$7,259,752.66 for transfers. Member Smith seconded the motion. Motion carried.
13. Chairman Taylor asked for any other business that may be brought before the Board. Jeff Jacob stated that in the working session it was decided to modify the meeting schedule to have Board meetings on December 1<sup>st</sup> & 15<sup>th</sup>. Member Smith made a motion to approve the change of board meeting dates to December 1<sup>st</sup> & 15<sup>th</sup>. Secretary Urban seconded the motion. Motion carried.
14. Chairman Taylor opened the floor for public comment. No comments were received.
10. The next Utility Board meeting will meet as scheduled on Wednesday, November 17, 2021, at 5:00pm.
11. 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 Member Hudson. Motion carried.

The meeting was adjourned at 5:58 P.M.

APPROVED THIS 17 DAY OF November 2021

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD