

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

December 1, 2021

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Jim Urban, Secretary
Aaron Smith, Member
Tim Hudson, Member (Zoom)
Bill Stoner, Member (Absent)

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

Guests:

Bob Holden, Wessler Eng.

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1. Chairman Neil Taylor called the December 01, 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. Member Smith made a motion to approve the November 17, 2021, minutes. Secretary Urban seconded the motion.
 4. Secretary Urban made a motion to approve the 2022 Meeting Dates. Member Smith seconded the motion. Chairman Taylor mentioned that these dates are subject to change if necessary. Motion carried.
 5. Member Smith made a motion to table the appointment of Board Officers & Committee Assignments for 2022 until December 15, 2021, Lebanon Utilities Service Board meeting. Secretary Urban seconded the motion. Motion carried.
 6. Member Smith stated the last time there was an increase in the cost of legal services was in 2015. This year's increase is from \$185 to \$195 which is a 5.14% increase. Member Smith stated he is satisfied with our current legal services. Secretary Urban made a motion to retain Hackman Hulett LLP as legal counsel for 2022. Member Smith seconded the motion.
 7. Water and Wastewater Operations Manager, Ryan Ottinger asked the board to approve the 2022 On-Call Water & Wastewater Project Management Assistance with Butler Fairman and Suefert. Ryan stated this agreement allows Lebanon Utilities to seek help on projects when needed. Member Smith asked if Ryan was satisfied with BF&S' work. Ryan stated that he is very satisfied, and they have helped them in multiple ways. Member Smith made a motion to approve BF&S for the 2022 On-Call Water & Wastewater Project Management Assistance in an amount not to exceed \$30,000.00. Secretary Urban seconded the motion. Motion carried.
 8. Water and Wastewater Operations Manager, Ryan Ottinger requested the board to approve the 2022 TAC Meeting and Plan Review Assistance. Ryan stated after they receive the plans for a project, he will review the plans with his crews, as well as send to BF&S with the crews' comments. Ryan stated that there is a lot of coming development in 2022 and this program help to make sure plans are to our standard and helps the projects to stay on track. Member Smith made a motion to approve BF&S for the 2022 TAC Meeting and Plan Review Assistance in an amount not to exceed \$30,000.00. Secretary Urban seconded the motion. Motion carried.

9. Water and Wastewater Operations Manager, Ryan Ottinger introduced Bob Holden with Wessler Engineering. Mr. Holden stated the final results for polymer usage for 2020 vs 2021. Mr. Holden stated in 2020 Lebanon Utilities spent \$34,500 in polymer and in 2021 Lebanon Utilities spent \$17,000.00 in polymer with no difference in the quality of the result. Ryan explained how helpful Wessler Engineering has been in the process of getting polymers and associated projects. Member Smith asked how many years we have worked with Wessler Engineering. Mr. Holden stated he has been contracted with Lebanon Utilities since 1998. Secretary Urban made a motion to approve the 2022 General Services Assistance form Wessler Engineering Inc., in an amount not to exceed \$15,000.00. Member Smith seconded the motion. Motion carried.
10. Water & Wastewater Operations Manager Ryan Ottinger presents the 2022 Pretreatment Program. Ryan stated the pretreatment program is for the industrial wastewater. There are 11 facilities in the pretreatment, which is handled by one employee, Tony Greene. Ryan expressed the importance of Amy Harvel and Wessler to ensure everything follows IDEM as well as assistance for in pretreatment. Amy and Tony will conduct industrial inspections and create a report. Member Smith asked if Ryan feels Lebanon Utilities has a good relationship with the companies we are inspecting. Ryan stated that based off feedback and inspections that he has been on the relationship between Lebanon Utilities and the companies is good, and Tony values that relationship he has with them. Member Smith stated that if a company temporary sends more than what is allowed per IDEM, there are extra penalty fees, and that money helps us to maintain our system. Ryan agrees, he continues that it is not only about the volume of what is sent but the type of wastewater as in chemicals or something that is not allowed. Secretary Urban made a motion to approve the 2022 Pretreatment Program Assistance from Wessler Engineering Inc. in an amount not to exceed \$40,000.00. Member Smith seconded the motion. Motion carried.
11. Water & Wastewater Operations Manager Ryan Ottinger presented the 2022-2023 Emergency Repair Program to the Board. Ryan explained that this program helps crews get equipment for emergency repairs and his program does not cost Lebanon Utilities unless the contractor is needed. Member Smith made a motion to approve the 2022-2023 Utility Emergency Repair Program bid from Atlas Excavating Inc. Secretary Urban seconded the motion. Motion carried.
12. Legal Counsel Jeff Jacob presented Resolution 2021-09 for the Board. Jeff stated there have been minor changes to the City Standards. Jeff read Resolution 2021-09. Member Smith asked how the process worked to update these standards. Ryan stated if Lebanon Utilities or City feel if something is not properly addressed or if the verbiage of an item has changed they update the city standards help to properly address what the current standards are. Member Smith made a motion to approve Resolution 2021-09 Modifying the Water & Wastewater Utility Construction Standards. Secretary Urban seconded the motion. Motion carried.
13. Jeff Jacob stated as the Reese Park Lift Station project is proceeding there have been several moving parts. This Reimbursement agreement is to help memorialize how the city and utilities will process the reimbursement. Jeff continued that to his understanding the City of Lebanon has committed to \$1.8 million in American Rescue Funds toward this project assuming that it all comes into place. Member Smith stated he appreciated the coordination with the City in providing these funds this important Reese Park project. Member Smith made a motion to approve the Reimbursement Agreement between the city of Lebanon and Lebanon Utilities for the Reese Park Lift Station and related facilities. Secretary Urban seconded the motion. Motion carried.

14. Secretary Urban made a motion to approve the claims dated December 1, 2021, in the amount of \$366,595.80 for claims and payroll and \$163,557.00 for transfers. Member Smith seconded the motion. Motion carried.
15. Chairman Taylor asked for any other business that may be brought before the Board. No other business was brought to the board.
16. Chairman Taylor opened the floor for public comment. No comments were received.
10. The next Utility Board meeting will meet as scheduled on Wednesday, December 1, 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 Secretary Urban. The motion was seconded by Member Smith. Motion carried.

The meeting was adjourned at 5:45 P.M.

APPROVED THIS 15 DAY OF December 2021

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD