

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

January 19, 2022

Council Chambers

5:00 P.M.

Board:

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

Staff:

Ryan Ottinger, W/WW Ops Manager
Jeff Greeno, Electric Ops Manager
Sandra Morgan, CFO
Danielle Butts, Exec Assistant
Jeff Jacob, Legal Counsel

Guests:

John Lightner, BF&S

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1. Chairman Neil Taylor called the January 19, 2022, 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 January 5, 2022, minutes. Secretary Urban seconded the motion. Motion carried.
 4. John Lightner from Butler Fairman and Seufert asked the board to approve the RFP advertisement for the 2022 Electric Conduit Installation. The purpose of this RFP is to get a list of pre-approved contractors who can install electric conduit while sometimes utilizing a trenchless installation method for the electric department to be able to then come pull the electrical lines through and finish the electrical connection. John explained that they designed this RFP to accept proposal and award to multiple vendors if they receive multiple bidders. They anticipate many development projects in 2022 & beyond. Member Hudson made a motion to approve the new advertisement RFP for the Electrical Conduit Installation project(s). Secretary Urban seconded the motion. Motion carried.
 5. Chairman Taylor stated an amendment to the agenda to add, formally rejecting the bids for Tree Trimming received on 12/5/21. John Lightner explained they only received one bid for this Tree Trimming RFP, though it was properly advertised. The bid prices that came with the bid came in significantly higher than what is budget and with the current contractor. Vice Chairman Stoner made a motion to formally reject the bid of 12/5/21 for Tree Trimming. Member Hudson seconded the motion. Motion carried.
 6. John Lightner requested the right to re-advertise for the 2022 Tree Trimming RFP. John stated they have made slight modifications and feel that the timing of the bid being after the beginning of the year rather than during the holidays will help to receive more bids with better range of pricing. Member Hudson made a motion to approve the request to advertise the new Electric System Tree Trimming RFP. Member Smith seconded the motion. Motion carried.
 7. Ryan Ottinger, Water & Wastewater Manager asked the board to approve the 2022 Water Capital Improvement Plan. This plan was created in 2018 and updated in 2020. Included in this is hazard rankings for the entire system, both water treatment plants, water storage and distribution (lines, hydrants, etc.). Ryan stated updating the capital plans in coordination with the City of Lebanon's master plan, to ensure that we are improving our infrastructure in a timely manner along with the

development of Lebanon. Member Smith stated Lebanon Utilities and the City of Lebanon work well together for the planning of the growth for Lebanon. Ryan agreed stated that they regularly have coordination meetings with the City of Lebanon for project updates and planning future growth. Ryan expressed the importance to have a good relationship with the City of Lebanon. Secretary Urban made a motion to approve the agreement with DF&S to update the 2022 Water Capital Improvement Plan for an amount not to exceed \$15,000.00. Member Hudson seconded the motion. Motion carried.

8. Vice Chairman Stoner made a motion to approve the claims dated January 19, 2022, in the amount of \$2,065,641.31 for claims and payroll and \$2,650.00 for transfers. Member Smith seconded the motion. Motion carried.
9. Chairman Taylor asked for any other business that may be brought before the Board. No other business was brought before the Board.
10. Chairman Taylor opened the floor for public comment. No comments were received.
10. The next Utility Board meeting will meet as scheduled on Wednesday, February 9, 2022, 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 Hudson. The motion was seconded by Member Urban. Motion carried.

The meeting was adjourned at 5:26P.M.

APPROVED THIS 9 DAY OF February 2022

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD