

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

August 3, 2022

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
Ryan Ottinger, W & WW Ops Manager
Jeff Jacob, Legal Counsel
Danielle Bannourah, Exec. Assistant
Sandra Morgan, CFO

Guests:

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1. Chairman Neil Taylor called the August 3, 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 July 20, 2022, minutes. Secretary Urban seconded the motion. Roll taken. Motion carried.
 4. Ed Basquill, General Manager explained the new HR Generalist Position that was discussed at the working session to add to Lebanon Utilities staff. Vice Chairman Stoner made a motion to approve the creation of a new position, HR Generalist and hiring of the same at a salary range of \$50-80,000.00. Secretary Urban seconded the motion. Member Smith explained his reasons for his vote against the position. He stated he appreciates the sharing of the additional information during the working session and feels he better understand the intent of the position. Member Smith continued that he is not comfortable yet in thinking that the good intentions can be effectively carried out but would hope that he is wrong. Member Hudson also commented on the new position. Tim stated for many years Lebanon Utilities has been reducing administrative technical head count, these reductions have allowed the utility to operate with leaner more cost-effective structure. While these reductions were occurring Lebanon Utilities had stable business with little growth. Last fall the service board had a robust discussion on the expanding needs of the Lebanon Utilities based on the explosive growth projected for Lebanon and our Utilities infrastructure. At this meeting they discussed 2 additional roles a HR Director/Generalist and an Engineer. Member Hudson stated the HR Generalist position will allow us to provide more robust services to our employees, more importantly this position should provide administrative relief to our management staff including Ryan & Jeff so that they provide more focus to bigger issues facing our utilities due to the growth. Motion carried. 4-1.
 5. Ed Basquill, General Manager informed the Board about Lebanon Utilities Apprenticeship & Mentoring Program.
 6. Jeff Jacob, Legal Counsel read Resolution 2022-03 Recommending Approval of a Revised Schedule of Non-Recurring Fees & Charges. Member Smith stated that this resolution includes availability fees and in Lebanon near future will experience considerable growth. If developers don't pay their fair share in one form of paying availability fees, the existing rate payers will be subsidizing those developers. Member Smith said the availability fees proposed have increased because our projected growth and the need of additional water sources and the need for additional wastewater treatment capacity that will be

triggered by this growth. Member Smith urges the city council to pass this so that these availability fees will be in place for the developers to pay their fair share in support of current rate payers. Secretary Urban made a motion to approve Resolution 2022-03 Recommending Approval of a Revised Schedule of Non-Recurring Fees and Charges. Member Smith seconded the motion. Vice Chairman Stoner stated he will abstain because he is on the Board of Works. CFO Sandra Morgan said that this Resolution has been sent out to City Council for the upcoming meetings. Once it is approved from the City Council the Electric part will need to be approved by the IURC before the electric rates can change. Motion carried. Vice Chairman Stoner abstained.

7. Ryan Ottinger, Water & Wastewater Manager presented the Shaker Square Lift Station upgrade of electrical components. Ryan stated that this project is part to make all lift stations universal with all the same parts and technology. He said that BBC Pumps has given us a general blueprint for these panels and components. This will help when crews are training, troubleshooting or in need of parts each lift station is the same. One of these lift stations is 27 years old, with supply chain issues and the age of the components, it was time for an upgrade. Cameron Kearney expressed his satisfaction with BBC Pumps and how well they work together with Lebanon Utilities. Vice Chairman Stoner made a motion to approve the purchase of an electrical panel and all components for the Shaker Square Lift station form Customer Control Technology with BBC Pumps providing the installation in an amount not to exceed \$23,880.00. Member Hudson seconded the motion. Motion carried.

Member Hudson made a motion to approve the purchase of an electrical panel and all components for the Edwards Dr. Liftstation from Custom Control Technology with BBC Pumps providing the installation in an amount not to exceed \$23,880.00. Vice Chairman Stoner seconded the motion. Motion carried.

8. Secretary Urban made a motion to approve the claims dated August 3, 2022, in the amount of \$1,464,991.38 for claims and payroll and \$162,527.00 for transfers. Vice Chairman Stoner seconded the motion. Motion carried.
9. Chairman Taylor asked for any other business that may be brought before the Board. General Manager Ed Basquill shouted out Jeff Greeno and crews for the job fixing a transformer. Jeff Greeno explained the equipment failure and how the crews handled the situation. Jeff Greeno also took this time to inform the board of the large line recloser that was recently installed. This recloser will help to isolate electrical issues and protect the substation.

Ed Basquill also shouted out CFO Sandra Morgan on completing the APPA Public Power Managers Certification. It is a difficult certification to complete, and Sandra has gone above and beyond to complete this certification. Sandra explained her project and her experience earning this certification.

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, August 17, 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 Vice Chairman Stoner. The motion was seconded by Member Hudson. Motion carried.

The meeting was adjourned at 5:42 P.M.

APPROVED THIS 17 DAY OF August 2022

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD