

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

March 8, 2023,

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Bill Stoner, Vice Chairman

Tim Hudson, Secretary
(Virtual)
Aaron Smith, Member
Anne Patterson, Member

Staff:

Ed Basquill, General Manager
Sandra Morgan, CFO
Ryan Ottinger, W & WW Ops Manager
Jacob Eckhart, Legal Counsel

Danielle Bannourah, Exec. Assistant
Jeff Greeno, Electric Ops Manager

Guests:

John Brand, BF&S

-
1. Chairman Neil Taylor called the March 8, 2023, 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. Chairman Taylor opened the floor for public comment. No comments received.
 4. Vice Chairman Stoner made a motion to approve the February 22, 2023, minutes. Member Patterson seconded the motion. Roll Taken. Motion carried 4-1.
 5. Jeff Greeno Electric Operations Manager presented the 2023 Conduit Installation RFP award to the Board. Jeff stated they received only one response from the advertisement. Jeff is recommending Berry It Inc to be Lebanon Utilities 2023 Conduit Installation contractors. Vice Chairman Stoner made a motion to approve Berry It Inc to be Lebanon Utilities Electrical Conduit Installation contractor and to have legal counsel review and General Manager Ed Basquill sign all documents. Member Patterson seconded the motion. Roll Taken. Motion carried 5-0.
 6. Water & Wastewater Manager Ryan Ottinger explained the Chicago St High Service Pump, this is our main high service pump. This high service pump gets the raw water out of the well water tank, pumps through the filters and out to the system. Ryan stated that there could be more work to be done when they get into fixing it is why this is a repair/replace the high service pump. Vice Chairman Stoner made a motion to approve Peerless-Midwest Inc. to repair/replace Chicago St. Water Plant High Service Pump #4 for an amount not to exceed \$20,020.00. Secretary Hudson seconded the motion. Roll taken. Motion carried 5-0.
 7. Water & Wastewater Manager Ryan Ottinger presented the BF&S Design Agreement for Business Park Lift Station. Ryan stated that even if the timing changes on this project we will still need this design to move forward with any of the next steps. John Brand with BF&S stated that they will hold off on the construction inspection until Ed and himself can speak to Mayor Gentry about finding funding options. John also said that Bakertilly will be looking at multiple avenues to get this project funded. Member Patterson made a motion to approve the Design Agreement from BF&S for the Business Park Lift Station in an amount not to exceed \$447,900.00. Vice Chairman Stoner seconded the motion. Roll taken. Motion carried 4-1. Member Smith stated that in working sessions he has reservations about all the current rate payers paying for the Business Park Regional Lift Station that will serve just the

Business Park current and future customers. Member Smith stated he thinks it is good public policy for the Business Park through the Redevelopment Commission would pay for the Business Park Regional Lift Station instead of all the current rate payers. Member Smith stated that he is pleased that there is some movement that there is some initial agreement that the RDC will pay for a portion of this project to be rate payer friendly. General Manager Ed Basquill stated they will engage with Bakertilly on options for funding.

8. Water & Wastewater Manager Ryan Ottinger requested the Board approve the Water & Wastewater Valve Replacement Ditches 1 & 2. Ryan stated that these ditches are 15 feet deep and we do not have the proper equipment to do the work ourselves. Ryan stated he recommendation is not the lowest of the 3 quote received, because of the technology that Thieneman Construction has that the other vendors do not have. Member Smith as the Wastewater Liaison said he researched this contractor and quotes, he stated he is support of Ryan's recommendation. Member Smith made a motion to approve Thieneman Construction Inc to repair the broken valves on ditches 1&2 at the WWTP in an amount not to exceed \$49,882.10. Vice Chairman seconded the motion. Roll taken. Motion carried 5-0.
9. Chairman Taylor stated that they will be tabling the Grasslands Water Supply & Wastewater Capacity Pre-reservation Amended MOU for a later date meeting. Member Smith made a motion to table this item till March 14, 2023. Member Patterson seconded the motion. Roll taken. Motion carried 5-0.
10. Vice Chairman made a motion to approve the claims dated March 8, 2023, in the amount of \$1,151,086.32 for claims and payroll and \$7,154,702.88 for transfers. Secretary Hudson seconded the motion. Roll taken. Motion carried 5-0.
11. Chairman Taylor asked for any other business that may be brought before the Board. Member Smith stated on March 3, he had the pleasure of being introduced by Sandra Morgan to the following members of her Finance Department team at their workstations; Debbie Vancamp, Accounting Supervisor; Genni Blackmore, Accounts Payable Administrator; Shawna Glenndenning, Collections Accountant; and Jill McKinney, Billing Representative. Our electric, water and wastewater crews are often recognized by the public for their technical knowledge and physical stamina to keep our utility reliably operating around the clock during all kinds of weather emergencies. Our Finance Department has likewise important duties to help keep our utility bills affordable. It is vitally import to our ratepayers that all our customers pay their bills on time, that we pay our invoices promptly and honestly and that our managers have up-to-date budget information to effectively manage their departments. Our Finance Department doesn't have to work outside in all kinds of weather, but they must concentrate continuously on a number of important job tasks that many of us would find overwhelming. Our Finance Department members are more excellent examples of how Lebanon Utilities is a collection of neighbors effectively serving neighbors.
Ed Basquill, General Manager stated Amber Smith, HR & Payroll has completed the Employee Benefits packets for each of the employees. Also, Jeff Greeno has been working hard to find grants and the electric crews will be assisting Kiwanis setting up for the Pancake Supper.
12. Chairman Taylor opened the floor for public comment. No comments were received.
11. The next Utility Board meeting will meet as scheduled on Wednesday March 22, 2023, at 5:00pm.
12. 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 Patterson. Roll taken. Motion carried 5-0.

The meeting was adjourned at 5:46 P.M.

APPROVED THIS 14 DAY OF March 2023

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD