

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

August 21, 2024

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Bill Stoner, Vice Chairman
Tim Hudson, Secretary
Aaron Smith, Member
Anne Patterson, Member

Staff:

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

Guests:

Scott Miller, Bakertilly
John Lightner, BF&S

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1. Chairman Taylor called the August 21, 2024, 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. Secretary Hudson made a motion to approve the July 24, 2024, minutes. Member Patterson seconded the motion. Motion carried.
 5. Jeff Greeno, Electric Operation Manager asked the board to approve the APPA Manual. Secretary Hudson made a motion to approve using the most recent and up to date APPA Safety Manual for its guideline for our safety program and allow Lebanon Utilities to write any policies that are more stringent than the APPA safety manual, if the company feels it is in the best interest for the safety of the employees. Vice Chairman Stoner seconded the motion. Motion carried.
 6. Item #11 moved. Jeff Greeno, Electric Operation Manager asked the board to approve the North Substation Testing. Vice Chairman Stoner made a motion to approve having Potomac Texting to conduct the testing and maintenance service for the North Substation for a not to exceed amount of \$46,700.00 and have General Manager, Ed Basquill sign all documents. Member Smith seconded the motion. Motion carried.
 7. Ed Basquill, General Manager & Scott Miller with Bakertilly asked the board to approve the LEAP Financing & Rate Analysis. Secretary Hudson made a motion to approve LEAP Financing & Rate Analysis by Bakertilly for the not to exceed amount of \$200,000.00. Vice Chairman Stoner seconded the motion. Motion carried.
 8. Ryan Ottinger, Water & Wastewater Operations Manager asked the board to approve Butler Fairman & Seufert Engineering Agreements.
 - a. Vice Chairman Stoner made a motion to approve the 2024 On-Call Program Management Assistance for LEAP from Butler Fairman & Seufert for an amount not to exceed \$50,000.00. Member Patterson seconded the motion. Motion carried.
 - b. Vice Chairman Stoner made a motion to approve the Water & Wastewater System BOT Program Management from Butler Fairman & Seufert for an amount not to exceed \$39,500.00. Secretary Hudson seconded the motion. Motion carried.

c. Member Smith made a motion to approve the Engineering Agreement from Butler Fairman & Seufert for the replacement of the 4H Fairgrounds Lift Station in an amount not to exceed \$98,500.00. Member Patterson seconded the motion. Motion carried.

d. Vice Chairman Stoner made a motion to approve the Engineering Agreement from Butler Fairman & Seufert for the extension of the 16" water main on Indianapolis Ave. in an amount not to exceed \$117,000.00. Secretary Hudson seconded the motion. Motion carried.

e. Vice Chairman Stoner made a motion to approve the Engineering Agreement from Butler Fairman & Seufert for the replacement of a 600 ft. section of water main on St. Road 39 in an amount not to exceed \$115,100.00. Secretary Hudson seconded the motion. Motion carried.

9. Ryan Ottinger, Water & Wastewater Operations Manager requested the board approve Kokosing Business Park Phase 2. Member Smith made a motion to approve of Change Order No. 2 from Kokosing Industrial for the Lebanon Business Park Lift Station and Force Main Project for an amount not to exceed \$1,098,437.00. Vice Chairman Stoner seconded the motion. Motion carried.
10. Ryan Ottinger, Water & Wastewater Operations Manager requested the board approve Manhole Emergency Lining. Member Smith made a motion to approve by way of IC 36-1-4-16, Ratification of Actions of Officers or Employees, approval be given for a not to exceed of \$19,700.00 for emergency manhole lining from Advanced Rehabilitation Technology. Member Patterson seconded the motion. Motion carried.
11. Ryan Ottinger, Water & Wastewater Operations Manager asked the board to approve a Sewer Collections Truck Purchase. Member Patterson made a motion to approve declaring vehicle #26 and vehicle #24 as surplus with the trade-in price of \$15,000.00 to be applied to the purchase of a 2024 Ford F-250 from D Patrick Ford for an amount not to exceed \$37,800.00 after trade-in. Secretary Hudson seconded the motion. Motion carried.
12. Vice Chairman made a motion to approve the claims/payroll/transfers dated August 7, 2024, in the amount of \$3,130,720.87 for claims and payroll and \$7,065,343.31 for transfers. Member Patterson seconded the motion. Motion carried.
13. Secretary Hudson made a motion to approve the claims/payroll/transfers dated August 21, 2024, in the amount of \$1,291,720.87 for claims and payroll and \$8,808,409.91 for transfers. Vice Chairman Stoner seconded the motion. Motion carried.
14. Chairman Taylor asked for any other business that may be brought before the Board. Jeff Jacob, Legal Counsel asked the Board to approve allowing Neil Taylor enter into a joint representation agreement with Dinsmore & Shohl in order to represent Lebanon Utility Service Board in the litigation subject to legal and General Manager review. Member Smith made a motion to approve allowing Chairman Neil Taylor enter into a joint representation agreement with Dinsmore & Shohl in order to represent Lebanon Utility Service Board in the Reality Link in Lebanon John Shaw LLC litigation subject to legal and General Manager review. Secretary Hudson seconded the motion. Motion carried.
15. Chairman Taylor opened the floor for public comment. Ed Basquill thanked the Board and Staff for their work on this longer meeting.
11. The next Utility Board meeting will meet as scheduled on Wednesday September 4, 2024, 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. Motion carried.

The meeting was adjourned at 6:06 P.M.

APPROVED THIS 4th day OF September 2024

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD