

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

December 17, 2025

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  
Sandra Morgan, CFO  
Jeff Greeno, Electric Ops. Manager  
Ryan Ottinger, W & WW Manager  
Danielle Bannourah, Exec Assistant  
Spencer Portish, W & WW Project Manager

Guests:

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1. Chairman Taylor called the December 17, 2025, 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 public comment received.
  4. Member Smith made a motion to approve December 3, 2025, minutes. Member Patterson seconded the motion. Motion carried.
  5. Member Smith made a motion to approve December 3, 2025 Public Hearing Minutes. Member Patterson seconded the motion. Motion carried.
  6. Board Chairman Neil Taylor asked the Board to approve the Appointments, Committee's & Liaisons for 2026. Member Smith made the motion, seconded by Member Patterson; motion carried to approve the following slate of officers for the Utility Board for 2026:
    - Chairman Neil Taylor
    - Vice Chairman Bill Stoner
    - Secretary Tim Hudson

Member Smith made the motion, Secretary Hudson seconded, and the motion carried to approve the following Board Liaison's:

- Electric Utility Tim Hudson
- Wastewater Utility Aaron Smith
- Water Utility Bill Stoner
- ILines Anne Patterson
- Administration Neil Taylor

Member Smith made the motion, Secretary Hudson seconded, and the motion carried to approve the Personnel Committee members: Tim Huson & Bill Stoner and Finance Committee members: Anne Patterson & Neil Taylor.

7. Sandra Morgan, Chief Financial Officer presented the 2026 Budget. Vice Chairman Stoner made a motion to approve the 2026 Budget. Member Patterson seconded the motion. Motion carried.
8. Chairman Taylor asked the Board to approve the meeting dates with the edit to December 2026 to December 2<sup>nd</sup> and 16<sup>th</sup>. Vice Chairman Stoner made a motion to approve the 2026 meeting dates with the requested edits. Secretary Hudson seconded the motion. Motion carried.

9. Sandra Morgan, Chief Financial Officer asked the Board to approve the Salaries & Wages Market Adjustment. Vice Chairman Stoner made a motion to approve a 5% salary adjustment for the five individuals listed with an effective date of January 1, 2026. Secretary Hudson seconded the motion. Motion carried.
10. Jeff Jacob, Legal Counsel asked the Board to approve the Parkview Water Supply & Wastewater Capacity Pre-Allocation Agreement. Secretary Hudson made a motion to approve the Project Parkview Water Supply and Wastewater Capacity Pre-Allocation Agreement, subject to approval by the Common Council of the City of Lebanon. Vice Chairman Stoner seconded the motion. Motion carried.
11. Jeff Jacob, Legal Counsel requested the Board approve the Amended and Restated Memorandum of Understanding Hickory Junction Water Supply and Wastewater Capacity Pre-Allocation Reservation Agreement. Vice Chairman Stoner made a motion to approve the Amended and Restated Memorandum of Understanding Hickory Junction Water Supply and Wastewater Capacity Pre-Allocation Reservation Agreement, subject to approval by the Common Council of the City of Lebanon. Secretary Hudson seconded the motion. Motion carried.
12. David Bailey, Meter & Locating Supervisor requested the Board approve declaring Electric and Water meters as surplus. Secretary Hudson made a motion to approve declaring the 47 electric meters as surplus property & allow David Bailey to dispose of the electric meters listed in accordance with IC 5-22-22. Member Patterson seconded the motion. Motion carried. Vice Chairman Stoner made a motion to approve declaring the 1268 water meters a surplus personal property & allow David Bailey to sell the water meters listed in accordance with IC 5-22-22. Member Patterson seconded the motion. Motion carried.
13. Jeff Greeno, Electric Operations Manager asked the Board to approve the 2026 Electric GIS Assistance. Member Patterson made a motion to approve Butler Fairman & Seufert for 2026 Electric GIS Assistance for the not to exceed amount of \$45,000 and allow General Manager Ed Basquill to sign all documents. Vice Chairman Stoner seconded the motion. Motion carried.
14. Jeff Greeno, Electric Operations Manager requested the Board approve the 2026 On-Call Electrical Project Management Assistance. Secretary Hudson made a motion to approve Butler Fairman & Seufert for 2026 On-Call Electrical Project Management Assistance for the not to exceed amount of \$10,000 and allow General Manager Ed Basquill to sign all documents. Member Patterson seconded the motion. Motion carried.
15. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve the 2026 On-Call Water & Wastewater Construction Inspection. Vice Chairman Stoner made a motion to approve Butler Fairman & Seufert for 2026 On-Call Water & Wastewater Construction Inspection for the amount not to exceed \$100,000.00. Member Patterson seconded the motion. Motion carried.
16. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve the 2026 TAC and Plan Review Assistance Agreement. Member Patterson made a motion to approve the Butler Fairman & Seufert for 2026 TAC and Plan Review Agreement for the amount not to exceed \$40,000.00. Vice Chairman Stoner seconded the motion. Motion carried.
17. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve 2026 On-Call Water & Wastewater Project Management Assistance. Secretary Hudson made a motion to approve Butler Fairman & Seufert for 2026 On-Call Water & Wastewater Project Management Assistance Agreement for the amount not to exceed \$50,000.00. Vice Chairman Stoner seconded the motion. Motion carried.

18. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve 2026 On-Call Water Program Management Assistance for the LEAP District. Member Patterson made a motion to approve Butler Fairman & Seufert for 2026 On-Call Water Program Management Assistance for the LEAP District for the amount not to exceed \$50,000.00. Secretary Hudson seconded the motion. Motion carried.
19. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve 2026 On-Call Wastewater Program Management Assistance for the LEAP District. Vice Chairman Stoner made a motion to approve Butler Fairman & Seufert for 2026 On-Call Wastewater Program Management Assistance for the LEAP District for the amount not to exceed \$50,000.00. Secretary Hudson seconded the motion. Motion carried.
20. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve 2026 Pretreatment Program Assistance. Secretary Hudson made a motion to approve Wessler Engineering Task Order No. 11 – Pretreatment Program Assistance for the amount not to exceed \$45,000.00. Vice Chairman Stoner seconded the motion. Motion carried.
21. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve 2026 General Services. Member Patterson made a motion to approve Wessler Engineering Task Order No. 12 – General Services for the amount not to exceed \$15,000.00. Vice Chairman Stoner seconded the motion. Motion carried.
22. Spencer Portish, Water & Wastewater Project Manager asked the Board to approve declaring Truck #12 as surplus. Secretary Hudson made a motion to approve declaring Truck #12, a 2001 RAM 2500, as surplus property in accordance with IC 5-22-22. Member Patterson seconded the motion. Motion carried.
23. Secretary Hudson made a motion to approve the claims/payroll/transfers dated December 17, 2025, in the amount of \$3,351,570.95 for claims and payroll and \$0 for transfers. Member Patterson seconded the motion. Motion carried.
24. Chairman Taylor asked for any other business to be brought before the Board. No other business received.
25. Chairman Taylor opened the floor for public comment. No public comment received.
26. The next Utility Board meeting will meet as scheduled on Wednesday January 7, 2026, at 5:00pm.
27. Hearing no further business to be brought before the Board, a motion was made to adjourn the meeting by Secretary Hudson. The motion was seconded by Vice Chairman Stoner. Motion carried.

The meeting adjourned at 5:53 PM

APPROVED THIS 7th day OF JANUARY 2026

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD