

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

January 24, 2018

Council Chambers

5:00 P.M.

Board:

Gary Ladd, Chairman

Neil Taylor, Vice Chairman

Jim Urban, Secretary

Dan Lamar, Member

Bill Stoner, Member - Absent

Staff:

Michael Susong

Mike Whitman, General Manager

Jeff Jacob, Legal Counsel

Guests:

Todd Lemen, Regional Mgr.

Kokosing Industrial

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1. Chairman Gary Ladd called the January 24, 2018 meeting of the Lebanon Utility Service Board to order at 5:05 P.M. Member Bill Stoner was not in attendance. Confirmation of appropriate notification was acknowledged.

Chairman Ladd stated that a Working Session was held at 4:00pm, this same date. Confirmation of appropriate notification was acknowledged. No motions were made, no votes were taken.

2. Pledge of Allegiance to the American Flag was observed.

3. Chairman Ladd requested comments or changes to the December 13, 2017 minutes. Vice Chairman Neil Taylor made a motion to accept the minutes as written. Secretary Jim Urban seconded the motion. Motion carried.

4. Water, Wastewater Manager Michael Susong asked the Board to award contracts for Biosolids hauling for 2018. Member Lamar made a motion to award the hauling of dewatered biosolids, and winter liquid sludge to Karle Enviro Organic Recycling, Inc. and Spring and Summer liquid sludge to Prairie Creek Sod Company. General Manager Whitman is authorized to sign all documents pertaining to this project. Vice Chairman Taylor seconded the motion. Motion carried.

5. Water, Wastewater Manager Michael Susong asked the Board to approve the Service Agreement with Atlas Excavating for the Emergency Repair Program for 2018 - 2019. Secretary Urban made a motion to approve the Agreement with Atlas Excavating for the 2018-2019 Utility Emergency Repair Program with General Manager Whitman authorized to sign project documents. Vice Chairman Taylor seconded the motion. Motion carried.

6. Water, Wastewater Manager Michael Susong asked the Board to approve a contract with KoKosing Industrial for improvements at the Water Treatment Plant. This project is set to start immediately and be substantially complete by the end of September. Member Lamar made the motion to approve a Guaranteed Savings Contract with Kokosing Industrial for \$1,436,075 for an improvement project that will include constructing a building addition, a complete electrical upgrade for the Sugar Creek Water Treatment Plant, upgrade water system controls for Sugar Creek and Chicago Street Treatment Plants, controls for all wells and water towers, and other ancillary upgrades. General Manager Whitman is authorized to sign all project documents. Vice Chairman Taylor seconded the motion. Motion carried.

7. Water, Wastewater Manager Michael Susong asked the Board to approve additional funds to Butler, Fairman & Seufert for Water Utility Capital Improvement Plan. The list of projects and revisions has grown since the original Agreement dated April 10, 2017. The total project with Supplement No. 1 will be a not to exceed \$24,850.00. Secretary Urban made a motion to approve Supplement No. 1 for \$5,250 from Butler, Fairman & Seufert and authorize General Manager Whitman to sign the Agreement. Vice Chairman Taylor seconded the motion. Motion carried.

8. Water, Wastewater Manager Michael Susong asked the Board to approve a proposal from Butler, Fairman & Seufert to assist in preparing a Capital Improvement Plan for the Wastewater Department. This Plan will help outline various projects, complete with estimates, priority, and timing for the department. Vice Chairman Taylor made a motion to approve the proposal from Butler Fairman & Seufert for an hourly not to exceed \$24,800 and subject to the terms and conditions of the General Services Contract dated June 17, 2015. Secretary Urban seconded the motion. Motion carried.

9. Secretary Urban made a motion to approve the claims dated December 28<sup>th</sup>, 2017 for \$536,276.89, and January 24<sup>th</sup>, 2018 for \$2,255,229.52. Vice Chairman Tylor seconded the motion. Motion carried.

10. Chairman Ladd asked for any other business that may be brought before the Board. No further items were discussed.

11. Chairman Ladd opened the floor for public comment. General Manager Mike Whitman reported to the Board and the listening public with the following:

- Lebanon Utilities is your Not-for-Profit utility owned by the citizens of Lebanon.
- During our recent bitter cold weather our utility systems held up very well. We experienced no significant electrical outages, nor wastewater, or telecommunications issues. It wasn't until the end of the brutal weather that we had a water main break.
- On Monday, January 29th, our customer service department will be closed. Our customer service team will be at a training conference that day fine tuning their skills. Customers may still use our drop box, make automated payments by phone or go to our website to pay their bill that day. Our other departments will be working as normal.

12. The next Utility Board meeting is planned for February 7, 2018 at 5:00pm.

13. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Secretary Urban. The motion was seconded by Vice Chairman Taylor. Motion carried

The meeting was adjourned at 5:35pm.

APPROVED THIS 7<sup>th</sup> DAY OF February 2018

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD