

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

March 7, 2018

Council Chambers

5:00 P.M.

Board:

Gary Ladd, Chairman
Neil Taylor, Vice Chairman
Jim Urban, Secretary
Dan Lamar, Member - Absent
Bill Stoner, Member

Staff:

Corby Unroe
Trace Bowles
Josh Spencer
Mike Whitman, General Manager
Jeff Jacob, Legal Counsel

Guests:

1. Chairman Gary Ladd called the March 7, 2018 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. Member Dan Lamar was not in attendance. Confirmation of appropriate notification was acknowledged.

Chairman Ladd stated that an Executive Session was held at 3:15 followed by a Working Session at 3:30pm, 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 February 21, 2018 minutes. Secretary Jim Urban made a motion to accept the minutes as written. Member Bill Stoner seconded the motion. Motion carried.

4. Legal Counsel Jeff Jacob stated that representatives from Principal gave an analysis of the Utilities pension/retirement plan at our Working Session this afternoon. Mr. Jacob asked the Board to approve an Engagement Agreement for consulting services with Principal to provide the Board with a detailed analysis that provides funding projections and replacement ratios. An analysis of the current retirement program and 2 alternative designs, 3 initial scenarios, would be billed at \$19,000. Additional scenario costs will be billed at \$3,000 each. Mr. Jacob suggested 2 additional scenarios at \$3,000 each, if the additional \$6,000 is not used it would not be paid to Principal. Member Stoner made a motion to approve the engagement letter with Principal for analyzing Lebanon Utilities Pension Plan Authorizing General Manager Mike Whitman to sign the Acceptance of Services at a not to exceed amount of \$25,000. This motion was seconded by Vice Chairman Neil Taylor. Motion carried.

5. Legal Counsel Jeff Jacob asked the Board to approve a Resolution to City Council suggesting the City consider approving a water rate adjustment. Counsel Jacob read Resolution 2018-01. Vice Chairman Taylor moved to approve and adopt Resolution 2018-01 recommending the City Council approve a water rate adjustment. Member Stoner seconded the motion. Motion carried.

6. Legal Counsel Jeff Jacob asked the Board for authorization to request quotes for a wastewater forcemain along Edwards Drive. Member Stoner made a motion to authorize a Request for Quotes related to the installation of a 6" forcemain along Edwards Drive near Ken's Foods. Secretary Urban seconded the motion. Motion carried.
7. Manager of Electric Engineering and Operations, Corby Unroe, asked the Board to renew the Electric Utilities Agreement with Plant Growth Management for an additional three years. Member Stoner made a motion to approve the Right-of-way Management and Line Clearing Services Agreement with Plant Growth Management for a three-year term to expire January 1, 2021, authorizing General Manager Whitman to sign the Agreement, contingent to Plant Growth Management's acceptance of language modifications to Page 2, section 3, paragraph 3. Vice Chairman Taylor seconded the motion. Motion carried.
8. Manager of Electric Engineering and Operations, Corby Unroe, asked the Board to approve Amendment No. 4 to American Structure Point's Agreement dated June 4, 2015 for the 69kV South Loop Transmission Line. Vice Chairman Taylor moved to approve Amendment No. 4 for \$5,325.00 increasing the total not to exceed fee for additional right-of-way services to \$194,425, with General Manager Whitman signing the Amendment.
9. Manager of Electric Engineering and Operations, Corby Unroe, asked the Board to renew the inventory service agreement with Anixter for an additional 3 years. Secretary Urban made a motion to approve the First Amendment to the Inventory Services Agreement with Anixter dated April 23, 2015 changing the termination date to April 23, 2021, and authorize General Manager Whitman to sign the Amendment. Vice Chairman Taylor seconded the motion. Motion carried.
10. Water, Wastewater Project Manager Josh Spencer asked the Board to approve the replacement of two pumps at the Enterprise Lift Station. Quotes were received from Quality Repair Service at \$23,542.20, and BBC Pump & Equipment for \$15,964.67. Member Stoner made a motion to accept BBC Pump & Equipment's quote of \$15,964.67 to furnish, and install two chopper pumps, and to upgrade the lift station panel at the Enterprise Lift Station for a project cost not to exceed \$17,560.00. This amount includes \$1,595.33 contingency to cover out of scope costs Lebanon Utilities may encounter. Vice Chairman Taylor Seconded the motion. Motion carried.
11. Water, Wastewater Project Manager Josh Spencer asked the Board to award the 2018 Wastewater Sewer Lining Project to Miller Pipeline as the lowest bidder of the 6 bids received. Vice Chairman Taylor made the motion to award the 2018 Wastewater Lining Project including the base bid, and alternate bids 1 and 2 to Miller Pipeline for a not to exceed \$196,925.40. An additional contingency amount of \$19,692.54 is added to cover out of scope costs Lebanon Utilities may encounter, for a total Project cost of \$216,617.94. General Manager Whitman is authorized to sign all project documents. Member Stoner seconded the motion. Motion carried.
12. Member Stoner made a motion to approve the claims dated March 7, 2018 for \$523,449.37. Vice Chairman Taylor seconded the motion. Motion carried.

13. Chairman Ladd asked for any other business that may be brought before the Board. No further business was entertained. Chairman Ladd offered condolences to Board member Dan Lamar and his family during this time of their loss.

14. Chairman Ladd opened the floor for public comment. No comments were offered.

15. The next Utility Board meeting is planned for March 21, 2018 at 5:00pm.

16. 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 4thst DAY OF April 2018

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD