

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

May 23, 2018

Council Chambers

5:00 P.M.

Board:

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

Staff:

Sandra Morgan
Michael Susong
Trace Bowles
Jeff Jacob, Legal Counsel

Guests:

John Lightner – BF&S

1. Chairman Gary Ladd called the May 23, 2018 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. A full quorum was 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 April 18, 2018 minutes. Secretary Jim Urban made a motion to accept the minutes as written. Member Dan Lamar seconded the motion. Motion carried.

4. Water Wastewater Manager Michael Susong asked the Board to approve a proposal from Butler Fairman & Seufert to provide Asset Management and GIS assistance. This is an ongoing mapping effort that has aided in creating asset management records that empowers staff to make decisions in the field. Vice Chairman Neil Taylor made a motion to accept the proposal from Butler, Fairman & Seufert for a not to exceed \$50,000.00 to provide asset management and GIS assistance, with General Manager signing the proposal. Motion seconded by Member Bill Stoner. Motion carried.

5. Water Wastewater Manager Michael Susong asked the Board to approve a proposal from Butler Fairman & Seufert to prepare an engineering report based on the Water Capital Improvement Projects. As the Water Rate Adjustment has been approved financing needs to be secured for the Capital Improvement Plan Projects. To obtain low interest bond funds from the Drinking Water State Revolving Funds Loan Program, a Preliminary Engineering Report needs to be prepared. This report will be submitted to the Indiana Finance Authority. Vice Chairman Neil Taylor made a motion to approve Butler, Fairman & Seufert's proposal for a not to exceed \$24,300 to create the Preliminary Engineering Report based on the Water Capital Improvement Projects, and an additional not to exceed \$5,000 if required by the Indiana Finance Authority for Archeological Services, with the General Manager signing all pertinent documents

6. Water Wastewater Manager Michael Susong asked the Board to approve a resolution to apply for a State Revolving Funds Loan. Secretary Jim Urban made a motion to approve Resolution 2018-02. A Resolution Providing for Signatory Authority for the State Revolving Fund Loan Program. Vice Chairman Taylor seconded the motion. Motion carried.

7. Legal Counsel Jeff Jacob asked the Board to approve the sale of the Utility owned property at 501 E. Noble Street at auction. Two appraisals will be obtained. Vice Chairman Taylor moved to approve the sale of 501 E Noble Street through auction with a reserve consistent with the average of two real estate appraisals or as directed by the General Manager. Vice Chairman Taylor further moved to authorize General Manager Mike Whitman to sign all necessary documents. Member Stoner seconded the motion. Motion carried.

8. Member Stoner made a motion to approve the claims dated May 9th for \$2,072,563.58, and May 23rd for \$2,394,801.25. Secretary Urban seconded the motion. Motion carried.

9. Chairman Ladd asked for any other business that may be brought before the Board. Water, Wastewater Manager Michael Susong updated the Board on the assistance his department gave to Mr. Smith to help the flooding situation at 1111 Park Drive. The crew found issues that are the responsibility of the property owner to maintain, and/or correct.

10. Chairman Ladd opened the floor for public comment. Mr. Smith, 1111 Park Drive in Lebanon acknowledged the Water Department came out to his property and asked the Board to consider paying his plumber bill of approximately \$100.

Acting General Manager Sandra Morgan informed the Board that 32 employees with a total of 38 participating took advantage of the Interactive Health's Wellness Program's Health Assessment.

11. The next Utility Board meeting is planned for June 6, 2018 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 Taylor. The motion was seconded by Member Stoner. Motion carried

The meeting was adjourned at 5:45pm.

APPROVED THIS 6th DAY OF June

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD