

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

July 11, 2018

Council Chambers

5:00 P.M.

<u>Board:</u>	<u>Staff:</u>	<u>Guests:</u>
Gary Ladd, Chairman	Trace Bowles	John Brand – BF&S
Neil Taylor, Vice Chairman	Michael Susong	Mayor Gentry
Jim Urban, Secretary	Josh Spencer	
Dan Lamar, Member		
Bill Stoner, Member	Jeff Jacob, Legal Counsel	

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1. Chairman Gary Ladd called the July 11, 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 4:30pm, 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 June 6, 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, and Mayor Matt Gentry asked the Board to appoint a second Board Member as an officer of the Lebanon Public Building Corporation. Jim Urban is currently President and a second Utility Board member is needed to replace a previous member no longer available. Neil Taylor volunteered to fill this position. Jim Urban made a motion to appoint Neil Taylor as an officer to the Lebanon Public Building Corporation. Seconded by Member Dan Lamar. Neil Taylor abstained. Motion carried.

5. Legal Counsel Jeff Jacob asked the Board to accept a Resolution to amend articles of the Lebanon Public Building Corporation. Legal Counsel Jacob read the articles to the Board. Member Stoner made a motion to approve Resolution 2018-03 RESOLUTION OF THE UTILITY SERVICE BOARD OF THE CITY OF LEBANON, INDIANA APPROVING AN AMENDMENT TO THE ARTICLES OF INCORPORATION OF THE LEBANON PUBLIC BUILDING CORPORATION. Vice Chairman Taylor seconded the motion. Motion carried.

6. Water, Wastewater Manager Michael Susong asked the Board to approve Change Order #1 to the contract with Merritt Contracting for the Lafayette Avenue Project. This Change Order is for additional work needed to disinfect the water main and final adjustments to this Project. Member Lamar made a motion to approve Merritt Contracting's Change Order #1 for a not to exceed amount of \$7,235.65 for additional work to disinfect the water main and final adjustments for the Lafayette Avenue Project, with the General Manager signing all pertinent documents. Secretary Urban seconded the motion. Motion carried.

7. East Street Project Change Order #4 was tabled to the next meeting by a motion from Vice Chairman Taylor and seconded by Secretary Urban. Motion carried.

8. Water, Wastewater Manager Michael Susong asked the Board to approve a Supplemental Agreement with Butler, Fairman & Seufert to assist with the construction of a water line at the Sugar Creek Water Treatment Plant. Member Lamar made a motion to approve the Supplemental Agreement with Butler, Fairman & Seufert for a not to exceed amount of \$105,200.00 to add additional engineering services for the Sugar Creek Well Line Loop, and authorize the General Manager to sign documents related to this project. Vice Chairman Taylor seconded the motion. Motion carried.

9. Chief Operating Officer, Trace Bowles introduced the Board to an Employee Advancement Program intended to quantifiably and qualifiedly advance employees from entry level through fully trained/certified and into retirement. The goal is to show each employee a path to success in their career, to empower them to grow and succeed. Also discussed was the on call pay which is the lowest in our area. Currently a call out is paid at \$125.00 per hour. The proposed amount is \$250.00. Member Lamar moved to approve the Employee Advancement Program and the ON Call Pay rates as presented and to become effective September 30<sup>th</sup>, 2018. Secretary Urban seconded the motion. Motion carried.

10. Vice Chairman Taylor made a motion to approve the claims dated July 11<sup>th</sup> for \$3,040,652.42 Member Stoner seconded the motion. Motion carried.

11. Chairman Ladd asked for any other business that may be brought before the Board. Legal Counsel Jeff Jacob stated the property at 501 E. Noble Street will be sold at auction as is on August 9<sup>th</sup>.

12. Chairman Ladd opened the floor for public comment. John Brand, President of Butler, Fairman & Seufert took a few minutes to compliment the Management team of the Water Department for the procedure implemented in disinfecting the lines on the Lafayette Avenue Project. Michael and Josh used a process called pigging to disinfecting the lines resulting in significant savings in money and time.

13. The next Utility Board meeting is planned for July 25, 2018 at 5:00pm.

14. 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 5:30pm.

APPROVED THIS 25th DAY OF July

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD