

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

July 26, 2017

Council Chambers

5:00 P.M.

Board:

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

Staff:

Michael Susong

Mike Whitman, General Manager
Jeff Jacob, Legal Counsel

Guests:

Julie Bolling, Kreig/Devault
Bob Holden, Wessler

1. Chairman Gary Ladd called the July 26, 2017 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 4:30 P.M., 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 July 12, 2017 minutes. Vice Chairman Neil Taylor made a motion to approve the minutes as written. Member Bill Stoner seconded the motion. Motion carried.

4. Water Wastewater Manager Michael Susong asked the Board to approve an Agreement with Wessler Engineering for Professional Services for the Wastewater Treatment Plant expansion Project for \$1,058,000.00. This Agreement will provide Design Services, Bidding Services, Construction Administration and Inspection Services. The fee structure for the Project has three divisions:

- Design Services which will be a lump sum fee of \$496,000.00
- Bidding Services will be based on the actual manhours and expenses incurred in performing these efforts for a not to exceed fee of \$28,000.00
- Construction Administration and Inspection Services will be based on the actual manhours and expenses incurred in performing these efforts for a not to exceed fee of \$534,000.00

This project is funded by the wastewater bond ordinance approved by City Council on June 12, 2017.

Secretary Urban moved to approve the Agreement with Wessler Engineering for professional services for the Wastewater Treatment Plant Expansion Project for a not to exceed amount of \$1,058,000.00 subject to an edit by Legal Counsel Jeff Jacob to Attachment #1 with General Manager Mike Whitman signing the Agreement. Member Lamar seconded the motion. Motion carried.

5. Water Wastewater Manager Michael Susong asked the Board to approve a Mutual Agreement between the Lebanon City Storm Board and Lebanon Utilities for the East Street Project. This Memorandum outlines specifically how this joint project will be funded and therefore authorizes payment of invoices. The Storm Water Board approved this agreement at their July 10, 2017 Board meeting. This Memorandum is specific to the East Street Project.

Vice Chairman Taylor made a motion to approve the East Street Waterline Mutual Agreement and authorized General Manager Mike Whitman to sign the Agreement. Member Stoner seconded the motion. Motion carried.

6. Legal Counsel Jeff Jacob introduced Julie Bolling from Kreig/Devault who explained the need for Resolution 2017-04. In May of this year we approved Resolution 2017-02, since that date on July 1st of 2017 the Indiana Legislature has put into effect some new laws governing the statutes for issuing revenue Bonds. This new resolution addresses those changes. Prior to July 1st of this year it was the common council of a city that passed an ordinance issuing revenue bonds. The statute now reads that it is the Utility Board that passes the resolution and it is no longer necessary to go to City Council for an Ordinance.

Member Lamar moved to approve Resolution 2017-04 Resolution of the Utility Service Board of the City of Lebanon, Indiana, Approving Projects and Ordering the Issuance of Sewage Works Revenue Bonds of the City. Secretary Urban seconded the motion. Motion carried.

7. Member Stoner made a motion to approve the claims dated July 27th, 2017 for \$2,024,403.90. Vice Chairman Taylor seconded the motion. Motion carried.

8. Chairman Ladd asked for any other business that may be brought before the Board. General Manager Whitman stated that Lebanon Utilities is your Not-for-Profit utility owned by the citizens of Lebanon.

Congratulations to Cole Miller, a Lebanon High School graduate, who was recently promoted to second year lineman apprentice. This allows Cole to continue his career path to become a lineman journeyman over the next several years.

Congratulations also, to our CFO, Sandra Morgan, and our technical assistant, Matt Hutton on earning the Key Public Power Account Executive Certification. Lebanon Utilities now has three individuals who have earned this certification. Key Accounts is about customer service and customer satisfaction, both of which are highly important to Lebanon Utilities.

Last week our Disaster Recovery consultant took us through three disaster scenarios as part of their work for us. One scenario was to arrive at the building Monday morning to find the first floor flooded. Scenario 2 was a boil water situation and how to communicate that situation and scenario 3 was a tornado in the area. The full senior staff was in attendance, and we had a constructive and lively discussion on who would do what in what order, etc. It was a good exchange of ideas that pinpointed that we needed to fill 'some gaps' which is what we preferred..... better now and not later. We will conduct further scenario studies and have discussions about the actions needed to 'control' and manage various situations.

Please rememberBe Safe Out There.

9. Chairman Ladd opened the floor for public comment.
10. The next Utility Board meeting is planned for August 9, 2017 at 5:00pm.
11. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Member Lamar. The motion was seconded by Vice Chairman Taylor. Motion carried

The meeting was adjourned at 5:20pm.

APPROVED THIS 23rd DAY OF August 2017

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD