

**LEBANON UTILITY SERVICE BOARD**  
**Lebanon, Indiana**

September 6, 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  
  
Trace Bowles, General Manager  
Jeff Jacob, Legal Counsel

Guests:

Molly Whitehead, BEDC  
Tim Hill, Peerless Midwest

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1. Chairman Gary Ladd called the September 6, 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 to discuss Pensions. 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 August 23, 2017 minutes. Vice Chairman Neil Taylor made a motion to approve the minutes as written. Secretary Urban seconded the motion. Motion carried.

4. Economic Development Executive Director Molly Whitehead presented the economic development report to the Board. Vice Chairman Neil Taylor made a motion to continue to support the Economic Development Committee of Boone County both physically, and financially for 2017. Member Stoner seconded the motion. Motion carried.

5. Water Wastewater Manager Michael Susong asked the Board to approve an Agreement with Butler, Fairman & Seufert for \$208,800 to manage the Water Treatment Plant Improvement Projects. Butler, Fairman and Seufert is to provide engineering, contract, and construction administration services for multiple projects under a Guaranteed Savings Contract Program at both water treatment plants, well fields, and water towers for system improvements. Member Stoner made a motion to approve the Agreement with Butler, Fairman & Seufert for a lump sum of \$208,800 and have the General Manager sign the Agreement.

6. Water Wastewater Manager Michael Susong asked the Board to approve an Agreement and authorize a Notice to Proceed with Merritt Contracting for the Lafayette Avenue Project. This Project will connect lines on either side of the Rail Road on Lafayette Avenue. Vice Chairman Taylor made a motion to approve the Agreement with Merritt Contracting, Inc. in the not to exceed amount of \$432,600.79 along with the Notice to Proceed with the General Manager signing all related documents. Member Stoner seconded the motion. Motion carried.

7. Water Wastewater Manager Michael Susong, and Tim Hill from Peerless Midwest asked the Board to approve \$24,680.00 for repairs to Sugar Creek Well #1. Peerless will install a 4-foot stainless steel swedge to repair holes in the drop pipe. Secretary Urban made the motion to approve the quote from Peerless Midwest in the not to exceed amount of \$24,680.00 and authorize the General Manager to sign the document.

8. Secretary Urban made a motion to approve the claims dated August 31st, 2017 for \$415,852.22, and September 6, 2017 for \$273,601.76. Vice Chairman Taylor seconded the motion. Motion carried.

9. Chairman Ladd asked for any other business that may be brought before the Board. Interim General Manager Trace Bowles stated that; Lebanon Utilities is your public water, wastewater, electric and internet provider. We are Your Utility. We work for you and you alone.

When I first started with the Utilities, I was handed a card which has our Mission Statement on it .....

- *“To provide our community with reliable, economical, and high quality services in a friendly and courteous manner.”*

So, what does this mean to you? We the Utility are to provide to you the Community reliable utilities.

- Fresh water, is vital to survival
- Disposing of human waste is vital to survival.
- Electric power is vital to survival.
- Communications is vital to our way of life.

It is our duty to provide these services on a continual basis. Does this mean there will never be an interruption? No of course not. But it does mean that we will do whatever is possible to keep your utilities on and running as efficiently as possible.

Keeping the utilities running is costly, no two ways about it. However, we are charged with running these Utilities as economically as possible. This means building high quality systems and then properly maintaining them so that they stay reliable. All three of these Core Values make up our Mission work together.

We build high quality systems at the most economical price we can and maintain them so that we give the most reliable service possible.

All while being friendly, and courteous each step of the way.

In summary, we are your utility; our only job is to work for the Citizens of Lebanon, our Customers at Lebanon Utilities. We are your public utility.

10. Chairman Ladd opened the floor for public comment. Water Wastewater Manager Michael Susong stated that at the 2017 Indiana Water Environment Association Conference our Wastewater Plant received an Excellence in Safety Award. This award is given to plants that meet various requirements pertaining to safety. An independent inspector conducted a

random facility inspection earlier this summer to ensure compliance with proper safety standards.

Three Wastewater staff members have passed wastewater certification exams through the Indiana Department of Environmental Management. Congratulations to:

- Ron Holloman – Class III Municipal
- Tony Green – Class II Municipal and Class B – Industrial
- Mark Pierce – Class I Municipal

These exams require extensive knowledge related to wastewater treatment processes, biology, chemistry, required testing, and mandatory documentation to IDEM

We are pleased to have received this award and the certifications, and want to congratulate all members of the wastewater treatment plant team.

11. The next Utility Board meeting is planned for September 20, 2017 at 5:00pm.

12. 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 5:37pm.

APPROVED THIS 20<sup>th</sup> DAY OF September, 2017

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD