

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

August 22, 2018

Council Chambers

5:00 P.M.

Board:

Gary Ladd, Chairman

Neil Taylor, Vice

Jim Urban, Secretary

Dan Lamar, Member

Bill Stoner, Member - Absent

Staff:

Trace Bowles, COO

Michael Susong, W/WW Manager

Josh Spencer, W/WW Project Manager

Michael Whitman, General Manager

Jeff Jacob, Legal Counsel

Guests:

John Lightner, BF&S

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1. Chairman Gary Ladd called the August 22, 2018 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. Member Bill Stoner was not in attendance. Confirmation of appropriate notification was acknowledged.

Chairman Ladd stated that a Working Session was held 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 August 8, 2018 minutes. Member Dan Lamar made a motion to accept the minutes as written. Vice Chairman Neil Taylor seconded the motion. Motion carried.

4. Water, Wastewater Treatment Project Manager Josh Spencer asked the Board to approve a Supplemental Agreement with Butler, Fairman & Seufert for the Lafayette Avenue Project. This increase was due to additional time spent trying to obtain passing bacteria samples on the existing water main. Secretary Jim Urban made a motion to approve Butler, Fairman & Seufert's Supplemental Agreement No. 2 for the Lafayette Avenue CSX Railroad Water Main Project in the amount of \$6,000 and authorize the General Manager to sign all pertinent documents. Vice Chairman Taylor seconded the motion. Motion carried.

5. Legal Counsel Jeff Jacob asked the Board to approve a Resolution Accepting Indiana's Drinking Water State Revolving Fund Loan Program Preliminary Engineering Report. Vice Chairman Taylor made a motion to accept Resolution 2018-04, A Resolution Accepting Indiana's Drinking Water State Revolving Fund Loan Program Preliminary Engineering Report. Member Lamar seconded the motion. Motion carried.

6. Legal Counsel Jeff Jacob asked the Board to approve the sale of the Sewage Works Revenue Bonds. Member Lamar made a motion to authorize the Lebanon Utility General Manager to approve the 2018 Sewage Works Revenue Bonds for the Lebanon Utility Service Board. Vice Chairman Taylor seconded the motion. Motion carried.

7. Legal Counsel Jeff Jacob asked the Board to approve an Engagement Agreement for Recruiting Services. Secretary Urban made a motion, contingent upon the Personnel Committee's decision on expanding the search for a replacement General Manager beyond internal candidates,

Secretary Urban made a motion to approve the Personnel Committees Recommendation to hire Safari Solutions for performing an employment search for a new General Manager. Vice Chairman Taylor seconded the motion. Motion carried.

8. Secretary Urban made a motion to approve the claims dated August 22<sup>nd</sup>, 2018 for \$662,416.53. Secretary Urban seconded the motion. Motion carried.

9. Chairman Ladd asked for any other business that may be brought before the Board. General Manager Mike Whitman reported to the Board and listening public the following;

Spectrum Engineering will begin staking the pole locations for our 69kV transmissions line. This is typical and necessary to show our construction contractor where to install the utility poles.

Next week is a pre-construction meeting with Gaylor Electric our transmission line contractor. Lines of communication will be discussed as well as materials laydown areas, traffic management, and a variety of other topics including project safety.

Tony Greene recently received Certificates from IDEM for both Wastewater Operator Class III Municipal and Class C Industrial.

Since Tony has obtained all his required certifications which are the following: Municipal Class I, II, III, and Industrial A. Along with his on the job experience he has been promoted to Fully Trained Certified Operator (FTCO) for the Wastewater Treatment Plant.

Tony has also obtained Additional Certifications to broaden his knowledge which are the following: Industrial B, C, and Registered Pretreatment Coordinator. We congratulate Tony on his accomplishments.

10. Chairman Ladd opened the floor for public comment. No comments were received.

11. The next Utility Board meeting is planned for September 5<sup>th</sup>, 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 Member Lamar. The motion was seconded by Secretary Urban. Motion carried

The meeting was adjourned at 5:30pm.

APPROVED THIS 5<sup>th</sup> DAY OF September 2018

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD