

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

December 12, 2018

Council Chambers

5:00pm.

Board:

Neil Taylor, Chairman  
Bill Stoner, Vice Chairman  
Jim Urban, Secretary  
Dan Lamar, Member  
Aaron Smith, Member

Staff:

Michael Susong  
Josh Spencer  
Jeff Jacob, Legal Counsel

Guests:

Bob Holden, Wessler Engineering  
Jeff Chinn, Thieneman Construction, Inc.  
Jeff Roeder, Sondhi Solutions

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1. Chairman Neil Taylor called the December 12, 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 Taylor stated that an Executive Session was held at 3:00 P.M. followed by a Working Session 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.

Chairman Taylor welcomed new General Manager Ed Basquill and Aaron Smith as newly appointed Board member appointed by Mayor Gentry for 2019-2022.

3. Chairman Taylor requested comments or changes to the November 28, 2018 minutes. Vice Chairman Bill Stoner made a motion to accept the minutes as written. Member Dan Lamar seconded the motion. Motion carried.
4. A motion was made by Member Lamar and seconded by Member Aaron Smith to approve the board Officers and committee assignments as presented and attached to this document. Motion carried.
5. Agenda Item #12 was moved forward to accommodate guests by a motion from Member Lamar and seconded by Secretary Jim Urban. Legal Counsel Jeff Jacob Asked the Board to approve contingent transactions for the Sugar Creek Well Head. New easements, vacation of easements and deeds were created to accommodate the approved water lines. Motion was made by Member Lamar and seconded by Secretary Urban. Motion carried.
6. A motion was made by Secretary Urban and seconded by Member Lamar to approve the meeting dates for 2019 as presented and attached herein. Motion carried.
7. Chief Financial Officer Sandra Morgan presented the Board with five quotes for ancillary benefits for 2019, and recommended the Board stay with Kansas City Life/VSP as they had the lowest quote. Member Smith asked if the employees pay any portion of these benefits. Sandra stated there is no charge to the employee for the benefits, but the employee pays an 80/20 split for each

event. Member Lamar made a motion to approve Kansas City Life/VSP as the ancillary benefit providers for 2019. Secretary Urban seconded the motion. Motion carried.

8. Chief Financial Officer Sandra Morgan asked the Board to support a portion of the City salaries as approved by the City Ordinance No. 2018-17 in the following amounts:
- Mayor Matt Gentry \$26,866 0% Increase
  - Clerk - Treasurer Tonya Thayer \$15,360 0% Increase
  - Deputy Clerk-Treasurer Cindy Thrine \$26,995 3% Increase

Vice Chairman Stoner made a motion to approve the Utilities portion of the 2019 salaries for the City employees as recommended by CFO Morgan. Motion seconded by Secretary Urban. Motion carried.

9. Chief Financial Officer Sandra Morgan asked the Board to affirm the 2.4% salary increase approved at the November 7<sup>th</sup> Board meeting. Vice Chairman Stoner made a motion to approve a 2.4% salary increase for all qualified employees for 2019. Member Smith seconded the motion. Motion carried.
10. Chief Financial Officer Sandra Morgan presented a summary of the 2019 Budget to the Board for approval. Six to eight weeks of preparation by managers and staff, working with the Board's Finance Committee and then presenting to the full Board at this afternoon's working session culminated in the summary version CFO Morgan presented. Member Dan Lamar made the motion to accept the 2019 Budget as presented. Secretary Urban seconded the motion. Motion carried.
11. Josh Spencer, Project Manager for the Water, Wastewater Department asked the Board to award the Wastewater Treatment Plant Expansion Project. This Project is needed to allow for capacity growth and to meet new IDEM regulations in time for the NPDES Permit due in 2020. Vice Chairman Stoner made a motion to award Thieneman Construction, Inc. as the lowest bidder for \$8,380,000.00 with General Manager Ed Basquill signing all pertinent documents. Secretary Urban seconded the motion. Motion carried. Member Lamar stated that this is a big Project and a lot of attention has been given to this prior to this award. It has not been a rubber-stamped Project. Chairman Taylor added his appreciation to the staff for all the work given to this Project.
12. Legal Counsel Jeff Jacob asked the Board to approve a resolution adjusting the annual salary of Lebanon Utility Service Board members. Counsel read Resolution 2018-07 in its entirety. Chairman Taylor expressed the complexity of issues brought before the Board take considerable time for the members. An appropriate compensation will also continue to entice the public to consider being a member. Member Stoner made a motion to approve Resolution 2018-07 A Resolution Adjusting the Annual Salary of Lebanon Utility Service Board Members with an effective date of January 1, 2019. Member Urban seconded the motion. Motion carried with Member Lamar and Member Smith opposing the motion.
13. Legal Counsel Jeff Jacob asked the Board to approve a temporary extension to the Utilities contract with Sondhi Solutions. Initially the Agreement was in conjunction with the City and separate Agreements are being created. Member Stoner made a motion to approve a 60-day extension of our current Agreement with Sondhi Solutions dated December 14, 2015 for an additional 60 days. Member Smith seconded the motion. Motion carried.
14. Member Lamar made a motion to approve the claims dated December 12<sup>th</sup>, 2018 for \$2,745,612.57. Secretary Urban seconded the motion. Motion carried.

15. Chairman Taylor asked for any other business that may be brought before the Board.
16. Chairman Taylor opened the floor for public comment. Chairman Taylor expressed appreciation for the service Corbin Unroe gave to the Utilities as Engineering Operations Manager and wished him the best. General Manager Ed Basquill expressed his thanks to staff for their assistance during his first week here. Ed hit the ground running meeting Board members, touring the different facilities, meeting staff, and reviewing the current projects.
17. The next Utility Board meeting is planned for January 9<sup>th</sup>, 2019 at 5:00pm.
18. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Vice Chairman Stoner. The motion was seconded by Member Smith. Motion carried.

The meeting was adjourned at 5:55pm.

APPROVED THIS 9th DAY OF January, 2019

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD