

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

January 22, 2020

Council Chambers

5:00 P.M.

Board:

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

Staff:

Ryan Ottinger, WWW Manager
Jeff Greeno – Electric Ops Manager
Seth Byrd – Telecommunications Mgr

Ed Basquill, General Manager
Jeff Jacob, Legal Counsel

Guests:

John Lightner – BF&S
Bob Holden - Wessler

-
1. Chairman Neil Taylor called the January 22, 2020 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 a Working Session was held at 4:15 P.M., followed by an Executive Session at 4:45 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 Taylor requested comments or changes to the January 8, 2020 minutes. Member Dan Lamar made a motion to accept the minutes as written. Vice Chairman Bill Stoner seconded the motion. Motion carried.
4. Telecommunications Manager Seth Byrd asked the Board to approve the purchase of additional Internet Bandwidth capacity from Zayo. Vice Chairman Stoner made a motion to approve the purchase of additional Internet Bandwidth for a period of 36 months from Zayo at the same price we are currently paying, giving General Manager Basquill authority to sign the document. Member Aaron Smith seconded the motion. Motion carried.
5. Water Wastewater Manager Ryan Ottinger asked the Board to approve the purchase of a truck for the Water/Wastewater Operations Manager. This purchase will allow the 2016 Dodge 2500 Pick-Up the Manager is currently driving to be returned to the Water Plant Staff. Three quotes were received.
 - Gene Lewis Ford \$31,283
 - Bill Estes Chevrolet \$41,407
 - Kahlo Jeep \$45,120

Member Smith made a motion to approve the purchase of a 2020 Ford 250 truck from Gene Lewis Ford for a not to exceed amount of \$31,283.00. Secretary Jim Urban seconded the motion. Motion carried.

6. Wastewater Manager Ryan Ottinger, and Wessler Engineer Bob Holden asked the Board to approve Change Order #2 from Thieneman Construction for the Wastewater Treatment Plant Project. This Project is approximately 84% complete. Member Lamar made a motion to approve Change Order No. 2 from Thieneman Construction in the amount of \$67,955.00 and authorize General Manager Basquill to sign the document. Member Smith seconded the motion. Motion carried.
7. Water Department Manager Ryan Ottinger asked the Board to approve a project to replace the 60-year-old infrastructure on Syracuse Drive with Butler, Fairman & Seufert to design, and manage the Project. Secretary Urban made a motion to approve the Improvements to the water main on Syracuse Drive and approve Butler, Fairman & Seufert as the Engineering firm to design, bid, and inspect the project for a not to exceed amount of \$193,930.00 giving General Manager Basquill signing authority over all pertinent documents. Vice Chairman Stoner seconded the motion. Motion carried.
8. Electric Operations Manager Jeff Greeno asked the Board to approve the purchase of a cable puller trailer. This will be a smaller trailer that will assist in accessing alleyways and residential areas. Quotes were received from Brooks Brothers, Sherman Reilly and Sauber Mfg. Vice Chairman Stoner made a motion to approve the purchase of the SLRT 8108-8ke trailer manufactured by Brooks Brothers for the cost of \$24,667. Secretary Urban seconded the motion. Motion carried.
9. Electric Operations Manager Jeff Greeno asked the Board for approval of charges for engineering assistance received from Butler, Fairman & Seufert for work provided in 2019. Member Lamar made a motion to approve by way of IC 36-1-4-16 Ratification of actions of officers or employees, Butler, Fairman & Seufert's 2019 On-Call Project Management Assistance - Supplement Agreement No. 1 to add \$5,412.25 for work provided to the Electric Department, increasing the amount from \$14,500 to \$19,950, with the General Manager authorized to sign the document. Secretary Urban seconded the motion. Motion carried.
10. General Manager Ed Basquill asked the Board to approve an updated Agreement with Butler, Fairman & Seufert for General Engineering Services. Member Lamar made a motion to approve the Master Agreement with Butler Fairman & Seufert for Engineering Services. Vice Chairman Stoner seconded the motion. Motion carried.
11. General Manager Ed Basquill asked for Board approval to hire Butler, Fairman & Seufert for Managerial Assistance to the Utilities for the City's Technical Advisory Committee (TAC). Secretary Urban made a motion to approve Butler, Fairman & Seufert's Agreement for a not to exceed amount of \$31,000 invoiced on an hourly basis to provide Management Assistance to the Utilities for the City's TAC meetings for 2020. Member Smith seconded the motion. Motion carried.
12. Vice Chairman Stoner made a motion to approve the claims dated January 22, 2020 for \$2,262,410.59. Member Lamar seconded the motion. Motion carried.

13. Chairman Taylor asked for any other business that may be brought before the Board. Ryan Ottinger announced the retirement of Bobby Taylor from the Wastewater Collections Department. Bobby has been with the Utilities for 43 years. Board Member Aaron Smith commented Bobby personified the best of public service to the community and held a vast knowledge of the systems.

Member Smith was very appreciative of the electric crew employees that he followed for the day. The crew was very knowledgeable and followed explicit safety guidelines. as they did their project for the day.

14. Chairman Taylor opened the floor for public comment. No comments were received.

15. The next Utility Board meeting will meet as scheduled on February 5, 2020 at 5:00pm.

16. 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 Member Lamar. Motion carried.

The meeting was adjourned at 5:40 P.M.

APPROVED THIS 5th DAY OF February 2020

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD