

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

December 15, 2021

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Jim Urban, Secretary
Aaron Smith, Member (Absent)
Tim Hudson, Member
Bill Stoner, Member

Staff:

Ed Basquill, General Manager
Jeff Greeno, Electric Ops Manager
Sandra Morgan, CFO
Danielle Butts, Exec Assistant
Jeff Jacob, Legal Counsel
Ryan Ottinger, W/WW Ops Manager

Guests:

John Lightner, BF&S
Gary Artman, Resident
George Farris, Resident

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1. Chairman Neil Taylor called the December 15, 2021, meeting of the Lebanon Utility Service Board to order at 5:00 P.M.
 2. Pledge of Allegiance to the American Flag was observed.
 3. Secretary Urban made a motion to approve the December 1, 2021 minutes. Member Hudson seconded the motion. Motion carried.
 4. Chairman asked the board to amend the agenda to move the Public Comment. Member Hudson made a motion to move the Public Comment section to the next item. Vice Chairman Stoner seconded the motion. Motion carried.

Gary Artman, resident at 208 East Dr., Lebanon stated that he was here about the electric project to replace the underground wiring in the Town of Ulen which is now finished. However, the problem 3 other neighbors and himself have had to relocate their meter bases. He was charged \$2,400.00 to relocate. He stated that when the project started, they were told there would be no charge to the residents of Ulen other than the contracted price, but they were the only 4 residents that were charged to relocate their meter bases. Mr. Artman is asking if Lebanon Utilities can help them recoup this cost of relocating the meter bases. Legal counsel, Jeff Jacob explained the agreement that was made between Lebanon Utilities and the Town of Ulen to replace the front yard electrical system because it was no longer up to city standards or safe for crews to work on. However, it was decided by the Town of Ulen to have the green transformer boxes in the rear instead of the front yards for aesthetic purposes. It was agreed that we would install the transformers in the rear however the Town of Ulen would pay the difference of what it would have been if installed in the front. In the Agreements with the Town of Ulen they are responsible for all the secondaries in the town. Lebanon Utilities is responsible for the primaries but not for the secondary system. Lebanon Utilities did not contract Setco or another contractor to install the secondaries because we are not responsible for them. Lebanon Utilities was only providing the energy source feed to the Town and then the Town of Ulen was going to connect onto each individual residence. The contract to connect each resident was between the Town and Setco. Jeff stated that the streetlights inside of the Town are not owned or operated by the City of Lebanon nor Lebanon Utilities, in fact they are owned by the Town of Ulen. The Town of Ulen pays a flat fee to Lebanon Utilities for the operation of those streetlights. Jeff Jacob explained a concern of Lebanon Utilities has been the complexity of trying to connect the streetlights and the homes when we move the system to the rear yard. Which explains why the Town of Ulen is looking into solar streetlights because they last step for Lebanon Utilities in this project is to de-energize the front yard system that is

powering the streetlights, remove a temporary above ground transformer and to decommission the below ground transformers. Lebanon Utilities is waiting for when the Town is ready for that to be shutdown. Jeff Jacob commented related to the secondary system is that Lebanon Utilities wanted to make sure it was safe and met our standards. In the agreement with Ulen it is stated the secondary system has to meet national electric safety code. Jeff suggested that Mr. Artman & Mr. Farris speak with the Town of Ulen's board to what their thoughts were. Mr. Artman stated that Setco did tell them having the meter bases inside of the home is not compliant with safety standards.

5. Board Chairman Neil Taylor asked the Board to approve the officers for 2021. Vice Chairman Stoner made the motion seconded by Member Hudson; motion carried to approve the following slate of officers for the Utility Board for 2020:

• Chairman	Neil Taylor
• Vice Chairman	Bill Stoner
• Secretary	Jim Urban

Vice Chairman Stoner made the motion, Member Hudson seconded, and the motion carried to approve the following Board Liaisons:

• Electric Utility	Tim Hudson
• Wastewater Utility	Aaron Smith
• Water Utility	Bill Stoner
• iLines	Jim Urban
• Administration	Neil Taylor

6. Chief Financial Officer, Sandra Morgan presented a summary of the 2022 Budget to the Board for approval. Working with the Board's Finance committee, department managers and staff. CFO Morgan presented a summary of the 2022 Budget to the Board and public. Secretary Urban made a motion to accept the 2022 Budget as presented. Member Hudson seconded the motion. Motion carried.
7. Chief Financial Officer, Sandra Morgan presented the 2022 Advancement Program for approval. CFO Morgan stated the Advancement Program was approved by the Board in 2018. After meeting with the Board's Personnel Committee, CFO Morgan recommended to adjust the salary ranges and the top levels of the advancement program by 3%. Vice Chairman Stoner made a motion to approve the 2022 Advancement Program as presented. Member Hudson seconded the motion. Motion carried.
8. General Manager, Ed Basquill asked the Board to renew the contract with Security Engineers Inc. for our in-house security guard. Mr. Basquill stated that Lebanon Utilities is very satisfied with SEI services and our current security guard. Vice Chairman Stoner made a motion to approve the 2022 Service Agreement with Security Engineers, Inc. pending legal approval. Secretary Urban seconded the motion. Motion carried.
9. Electric Operations Manager presented an Osmose change order for the pole inspection. When Osmose was inspecting the pole they discovered more significant damage to Lebanon Utilities yellow pine poles than originally anticipated. This requires Osmose to conduct more treatment to the poles. Greeno stated that this change order reflects the additional cost of \$4,269.54 for Osmose to inspect and treat the transmission poles. Member Hudson made a motion to approve Osmose Utilities, Inc. Pole Inspection 2021 Change Order No. 1 for the additional amount of \$4,269.54, for a contract total of \$30,269.54. Secretary Urban seconded the motion. Motion carried.
10. Electric Operations Manager asked the Board to approve 2022 In-Service Wood Pole Inspection project to Osmose. Member Hudson stated the importance of these pole inspections. Vice Chairman Stoner made a motion to approve the 2022 In-Service Wood Pole Inspection with Osmose Utilities, Inc. subject to legal and pricing review. Secretary Urban seconded the motion. Motion carried.

11. Water & Wastewater Operations Manager, Ryan Ottinger asked the Reese Park Request to Negotiate the Reese Park Lift Station Phase 1. There were multiple contractors that submitted quotes. Lebanon Utilities assembled a scoring committee using the scoring sheet that was outlined in the RFP. The results of that committee were to proceed with detailed price proposal from Kokosing Industrial. Member Hudson made a motion to approve proceeding with obtaining a detailed price proposal from Kokosing Industrial for the initial phase of the GSC Program, Reese Park Lift Station Phase 1. Secretary Urban seconded the motion. Motion carried.
 12. Secretary Urban made a motion to approve the claims dated December 15, 2021, in the amount of \$2,980,302.44 for claims and payroll and \$3,145,840.51 for transfers. Vice Chairman Stoner seconded the motion. Motion carried.
 13. Chairman Taylor asked for any other business that may be brought before the Board. No other business was brought to the board.
 14. Chairman Taylor opened the floor for public comment. No comments were received.
10. The next Utility Board meeting will meet as scheduled on Wednesday, January 5, 2022, at 5:00pm.
11. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Vice Chairman. The motion was seconded by Secretary Urban. Motion carried.

The meeting was adjourned at 5:50 P.M.

APPROVED THIS 5 DAY OF January 2022

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD