

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

March 9, 2022

Council Chambers

5:00 P.M.

Board:

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

Staff:

Ed Basquill, General Manager
Jeff Greeno, Electric Ops Manager
Ryan Ottinger, W/WW Ops Manager
Jeff Jacob, Legal Counsel
Danielle Bannourah, Exec. Assistant

Guests:

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1. Chairman Neil Taylor called the March 9, 2022, 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. Member Smith made a motion to approve the February 23, 2022, minutes. Vice Chairman Stoner seconded the motion. Motion carried.
 4. Electric Operations Manager Jeff Greeno requested the board to approve the 2022 Conduit installation RFP. Two contractors submitted bids that both Lebanon Utilities and Butler Fairman reviewed. Jeff stated having multiple approved contractors benefits Lebanon Utilities in case of scheduling conflicts. Member Smith asked if there were to be a conduit project that would cost over \$15,000 would we receive quotes from both contractors. Jeff confirmed that if there is a project over the signing limit, he will bring quotes from both vendors before the board. Vice Chairman made a motion to approve the 2022 Conduit Installation RFP with Berry It as primary contractor & Setco as secondary contractor and to have General Manager, Ed Basquill sign all documents. Member Smith seconded the motion. Motion carried.
 5. Water & Wastewater Operations Manager Ryan Ottinger asked the board to allow BF&S to assist with our Geographic Information System (GIS). Ryan stated maintaining our GIS system is essential and used in a multitude of projects. This agreement is for not to exceed of \$10,000 for Electric and \$10,000 for Water & Wastewater in GIS Assistance. Ryan explained that a lot of the GIS updates and entries are done in house with Lebanon Utilities employees. Vice Chairman Stoner made a motion to approve the 2022 Electric, Water & Wastewater GIS Assistance from BF&S in the amounts not to exceed \$10,000.00 from Electric Utility and not to exceed \$10,000.00 from the Water & Wastewater Utility. Member Smith seconded the motion. Motion carried.
 6. Water & Wastewater Operations Manager Ryan Ottinger presented the 2022 Sewer Pipe & Manhole Rehabilitation Program to the Board. Ryan explained this program is an important and ongoing project. This request will allow BF&S to assist Lebanon Utilities in establishing the area that will give us the most benefit which can be determined using data collection with the pipe camera, and flow monitoring. Ryan stated this project is a budgeted item and will be reviewing sewer lining and pipe bursting, which is a technique to correct offset joints. General Manager Ed Basquill stated that Lebanon Utilities wants to leave the flow monitors and increase the overall number of flow monitors so that we can monitor the system. Ryan stated that leaving the monitors prevents having multiple brands and different software to

get the data. Member Smith asked if the cost of the ADS Flow Monitors are included in the full budget amount or in the BF&S amount. Ryan confirmed that the cost is included in the full budgeted amount. Which began with an older project to continue to collect data about the system before and after. Member Smith made a motion to approve the 2022 Sanitary Sewer Pipe & Manhole Rehabilitation Program Assistance from BF&S to include (1) engineering services for providing contract documents and bidding assistance invoiced on a lump sum basis for an amount of \$21,100.00 and (2) the permanent flow monitoring equipment to be invoice on a not-to-exceed basis of \$12,000.00 unless approved by the Lebanon Utilities Service Board. Vice Chairman Stoner seconded the motion. Motion carried.

7. Member Smith made a motion to approve the claims dated March 9, 2022, in the amount of \$2,020,291.20 for claims and payroll and \$6,696,022.88 for transfers. Vice Chairman Stoner seconded the motion. Motion carried.
8. Chairman Taylor asked for any other business that may be brought before the Board. No other business was brought before the Board.
9. Chairman Taylor opened the floor for public comment. No comments were received.
10. The next Utility Board meeting will meet as scheduled on Wednesday, March 23, 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 Stoner. The motion was seconded by Member Smith. Motion carried.

The meeting was adjourned at 5:20 P.M.

APPROVED THIS 23 DAY OF March 2022

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD