

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

October 5, 2022,

Council Chambers

5:00 P.M.

Board:

Neil Taylor, Chairman
Aaron Smith, Member

Tim Hudson, Member
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:

John Lightner, BF&S

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1. Chairman Neil Taylor called the October 5, 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. Vice Chairman Stoner made a motion to approve the amended September 21, 2022, minutes. Member Smith seconded the motion. Motion carried.
 4. The Board discuss who would become the Secretary of the Utility Service Board. Member Smith made a motion to elect Tim Hudson as the Secretary of the Utility Service Board for the remainder of the 2022 term. Vice Chairman Stoner seconded the motion. Motion carried.
 5. Ed Basquill, General Manager discussed the Utility Relocation Engineering Cost Reimbursement or Memorandum of Understanding with Cards & Associates. Ed states this is the first time this type of agreement has come before the board for Electric. He continued by the Lebanon Utilities terms and conditions if someone asks for service beyond what is laid out in the terms and conditions, for example underground service that is not part of our normal service, the customer would be required to reimburse Lebanon Utilities. This agreement is based off an estimate completed by Josh McKay, however it is a construction estimate. Cards & Associates will pay the actual amount for construction and engineering costs. Member Smith stated he like the agreement statement "Reimburse Lebanon Utilities for all cost related to the system relocation." Jeff Jacob, Legal Counsel stated the Board will be seeing more of these types of agreements. Member Hudson asked Jeff Greeno if this will make the loop around that area. Jeff Greeno, Electric Operations Manager explained they will be rerouting the existing 3 phase line through the middle of that property, where it used to go around the old Holiday Inn, they will be going around the outskirts of the property. Jeff confirmed it does create a loop system, tying the Central substation and the Enterprise Substation together. Member Hudson made a motion to approve the Electrical Facilities Utility Relocation Engineering Cost Reimbursement Agreement with Cards & Associates Athletic Facilities, LLC. Vice Chairman Stoner seconded the motion. Motion carried.
 6. Jeff Greeno, Electrical Operations Manager asked the Board to accept the bid received for the Wood Chipper. Jeff explained the chipper was declared surplus earlier this year and received one bid for the chipper. Vice Chairman Stoner made a motion to accept the bid from Wulf Enterprises for the purchase amount of \$7006.00 for the surplus 2002 Brush Bandit Model 250/PWBC Tow-Behind Wood Chipper. Member Hudson seconded the motion. Motion carried.

7. Ryan Ottinger, Water & Wastewater Manager asked the Board to approve the Reese Park Lift Station Supplemental Agreement #2 which will allow right of way purchases for the future Phase 2 of this project. Ryan stated that there could be issues with how long some of right of way acquisitions will take; the purchases of these are necessary for the project to begin. Member Smith made a motion to approve the Reese Park Supplemental Agreement No. 2 with Butler Fairman & Seufert, Inc for the Reese Park Lift Station for a total of \$74,845.00 increasing the total from \$452,300.00 to a total not to exceed of \$527,145.00. Member Hudson seconded the motion. Motion carried. Member Smith asked if Phase 2 of this project will eliminate 3 of the outstanding Sanitary Sewer Overflows. John Lightner stated that Phase 1 will eliminate 3 SSO's and Phase 2 will eliminate 4 SSO's.
8. Ryan Ottinger, Water & Wastewater Manager requested the Board to approve the Lebanon Business Park Wastewater Collections System Evaluation. Ryan explains that they will review some vacant parcels and discuss with the City of Lebanon about future development so that Lebanon Utilities can assign an EDU value or gallons value. Using that information, the current system EDU's and proposed future expansion we can determine the correct lift station size. John Lightner explained who they will calculate and use this data to identify the proper size for the new lift station. Member Smith stated that this will bring up an interesting public policy matter about whether a lift station enlargement that benefits just the business park should be paid for by the business park through the TIF district or paid for by existing rate payers throughout the city. Member Smith stated that with the Cards development Fieldhouse progressing forward there should be significant money available in the TIF district that can be used to pay for the enlargement of the lift station for the benefit of just the business park. John Lightner stated that it is the Business Park system evaluation and not just lift station because the lines coming to lift station area where it currently is now are all 12 inch, which need to be evaluated that they are sized appropriately. Member Smith made a motion to approve the Lebanon Business Park Wastewater Collections System Evaluation with Butler Fairman & Seufert, Inc in an amount to not exceed \$17,500.00. Member Hudson seconded the motion. Motion carried.
9. Ryan Ottinger, Water & Wastewater Manager explain the retroactive request for the Witt Road Water Main. In order to have some redundancy and a water loop in the area they have started a water main replacement. Lebanon Utilities contracted HIS Contractors to install the water main with subsequent pressure and bacteria testing, which is all under the supervision and protocols of Lebanon Utilities. Vice Chairman Stoner made a motion to retro-actively approve the emergency repair for the water main replacement with HIS Contractors for the Witt Road Bridge Project in the amount of \$27,514.66. Member Hudson seconded the motion. Motion carried.
10. Ryan Ottinger, Water & Wastewater Manager explained that the Water Capital Improvement Project was last update in 2021. Lebanon Utilities would like to update these CIP's every 2 years however with the expected level of growth moving to yearly would be beneficial to the utilities. Member Hudson made a motion to approve the 2023 Water Capital Improvement Plan Update with Butler Fairman & Seufert, Inc for an amount not to exceed \$16,500.00. Vice Chairman Stoner seconded the motion. Motion carried.
11. Ryan Ottinger, Water & Wastewater Manager explained that the Wastewater CIP was last update in July 2022. Ryan expressed the value of having staff input into the CIP's and the Hazard Rankings. Member Smith made a motion approve the 2023 Wastewater Capital Improvement Plan Update with Butler Fairman & Seufert, Inc for an amount not to exceed \$16,500.00. Vice Chairman Stoner seconded the motion. Motion carried.
12. Vice Chairman Stoner made a motion to approve the claims dated October 5, 2022, in the amount of \$422,592.33 for claims and payroll and \$162,527.00 for transfers. Member Smith seconded the motion. Motion carried.

13. Chairman Taylor asked for any other business that may be brought before the Board. Ed Basquill informed the Board about the lineman's work for Hurricane Ian relief. On the September 27th Jeff McNew and Chris Bohannon traveled to New Smyrna Beach Utilities to aid in the recovery efforts after Hurricane Ian.

Ed Basquill also told the Board about the results of the IMEA Lineman Rodeo. Zach Phillips won 3rd place for the Written Test, 2nd place in the Arrester Change Out, and 3rd place Overall Apprentice Division. Journeyman Lineman Team with Jeff McNew, Dustin Shirley and Kyle Catron won 1st place for Transformer Change Out and 3rd place in Hurt-man Rescue.

Ed also mentioned that the Water Distribution crew with Bob Akers, Chad Charles and Chad Nance have worked very hard on the Witt Rd Project.

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, October 19 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 Hudson. Motion carried.

The meeting was adjourned at 5:47 P.M.

APPROVED THIS 19 DAY OF October 2022

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD