

**LEBANON UTILITY SERVICE BOARD**  
**Lebanon, Indiana**

November 4, 2009

Utility Conference Center

4:00 P.M.

Present:

Board:

Allen Milburn  
Gary Ladd, Vice Chairman  
Tom Temple, Secretary  
Dan Lamar, Member  
Jim Urban, Member

Staff:

Michael Martin  
Bob Waples  
Mike Adams  
Randy Parsons  
Rick Hale  
Laurie Gross  
Steve Large  
Linda Ridgway

Guests:

Mark Chemeliwskyj, Butler  
Fairman & Seufert  
Mayor Huck Lewis

Larry Giddings, Legal Counsel

1. Chairman Allen Milburn called the regular meeting of the Lebanon Utility Service Board to order at 4:00 P.M. with a full quorum of members present. Confirmation of appropriate notification was acknowledged. The October 21<sup>st</sup> meeting of the Board was cancelled since a quorum would not be present.
2. Chairman Milburn requested comments on the October 7, 2009 minutes. Hearing no comments Member Jim Urban made a motion to approve the minutes as written. Secretary Tom Temple seconded the motion. Motion carried.
3. General Manager Mike Martin introduced Mr. Mark Chmeliwskyj of Butler, Fairman & Seufert. Mr. Chmeliwskyj asked the Board for approval to advertise for bids for the Vac Truck Waste Processing Building. Request for bids would be presented to Bidders in a timely manner to be able to open bids received at the December 9<sup>th</sup>, 2009 board Meeting. Vice Chairman Gary Ladd made a motion to allow Butler, Fairman & Seufert to proceed with bids for the Vac Truck Waste Processing Building. Member Dan Lamar seconded. Motion carried. All Board Members proceeded to sign the Advertisement to Bid Authorization document, and design drawing.

Chairman Milburn requested the Broadband update by Manager Randy Parsons be addressed next to accommodate Manager Parsons's schedule.

8. IT and Telecommunications Manager Randy Parsons presented to the Board the departments monthly Broadband report. Manager Parsons informed the Board our equipment has been installed on a tower on Hazel Rig Road, and has been generating new calls for internet installations. Manager Parsons is hopeful in obtaining internet service to the Lebanon School Corporation and Witham Hospital.

Chairman Milburn relayed to the Board impressive compliments he has received from Dr. Taylor, Superintendent of Lebanon School Corporation of the IT Departments services.

The status of installing security cameras in the Customer Service area was discussed. Member Lamar requested cameras for Lebanon Utilities be provided before cameras at the city park,

4. Finance Manager Sandra Morgan reported to the Board the State Board of Accounts gave clean reports for the Electric, Water and Sewer Departments. These departments have received clean reports with no corrections or modifications for the past 9 years. Although the IT department is materially correct The State Board of Accounts has growing concerns. Member Lamar requested Ms. Morgan send all Board Members a copy of the report she received from The State Board of Accounts.

5. Engineering and Electric Operations Manager Mike Adams asked Board approval for equipment, labor and software to be able to connect the new equipment at the North Substation as well as the Duke Delivery Point to our SCADA system for a not to exceed price of \$25,689.50. Member Urban made a motion to accept this purchase. Secretary Tom Temple seconded. Motion carried.

6. Engineering and Electric Operations Manager Mike Adams asked Board to ratify a change order to include Staker application modification, implementation and training made at the time of installation. Vice Chairman Gary Ladd made a motion to ratify the Staker Change Order for \$4,553.65. Member Lamar Seconded. Motion carried.

7. Engineering and Electric Operations Manager Mike Adams provided to the Board an update on the work order system.

9. Vice Chairman Ladd made a motion to pay the claims dated October 31, 2009 for \$330,484.72 and November 4, 2009 for \$458,476.00. Member Urban seconded. Motion carried.

10. Chairman Milburn asked for any other business that should be brought before the Board.

Attorney Giddings informed the Board the closing for the purchase of the livestock property was Monday, November 2, 2009. The closing went smoothly. There are no zoning issues. A variance will be needed to store equipment on site. Attorney Giddings suggested a fencing and signage be installed per zoning requirements.

General Manager Mike Martin drew attention to IMPA's Customer Service survey that was included in the Board packets. Overall the survey was very complimentary to the staff and employees of Lebanon Utilities.

Chairman Milburn acknowledged the Mayor's presence at this meeting and all present voiced appreciation to the Mayor for taking time to be present.

The next Utility Board Meeting will be Wednesday, November 18, 2009 at 4:00pm.

11. Hearing no further business before the Board, a motion was made to adjourn the meeting by Member Urban. Secretary Temple seconded. Meeting was adjourned at 5:20pm.

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2009

\_\_\_\_\_  
CHAIRMAN OF THE BOARD

ATTEST:

\_\_\_\_\_  
CLERK OF THE BOARD