

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

September 9, 2009

Utility Conference Center

4:00 P.M.

Present:

Board:

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

Staff:

Michael Martin
Sandra Morgan
Bob Waples
Randy Parsons
Linda Ridgway

Guests:

Mark Chmeliwskyj, of
Butler, Fairman & Seufert

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.
2. Chairman Milburn requested comments on the August 19, 2009 minutes. Hearing no comments Member Dan Lamar made a motion to approve the minutes as written. Member Urban seconded the motion. Motion carried.
3. Finance Manager Sandra Morgan addressed the Board requesting approval of the July 2009 transfer of funds to the Telecommunications Utility in the amount of \$686.41 to be divided equally between the electric, wastewater, and water utilities for the purpose of covering cash shortages in the Telecommunications Utility. Vice Chairman Gary Ladd made a motion to accept the transfer. Secretary Tom Temple seconded. Motion carried.
4. Finance Manager Sandra Morgan discussed with the Board IMPA's Power Tracker and under collections therein. Ms. Morgan explained that while the expenses for power purchases are close to forecast, the revenues are falling short resulting in a loss for the electric utility. The power tracker revenues are based on estimates of usage similar to last year but like most utilities the weather, the economy, and conservation by customers is resulting in far less usage. The tracker for the remaining quarter has already been filed, but she said adjustments will be made in the filing for the following quarter and eventually the under collections will be made up in the first quarter of 2010.
5. Water/Wastewater Manager Bob Waples presented to the Board bid results for lining the Equalization Basin at the wastewater Treatment Plant. Bids came in from Quality Coatings at \$51,700, COLine Floor Coatings at \$61,550, Standard Coating service at \$74,123 and Brian brothers at \$44,700. Manager Waples recommended that the Board select Brian Brothers as lowest bidder. Brian Brothers will be able to start immediately and the job should take just a few days. Motion was made by Member Dan Lamar to accept Brian Brothers bid of \$44,700.00. Secretary Tom Temple seconded. Motion carried.

6. IT and Telecommunications Manager Randy Parsons recommended to the Board the renewal of our warranty and service contract with Cisco SmartNet for switches, routers and firewalls. Cisco equipment is used extensively throughout our voice and data network to ensure highly reliable and stable network links to each individual user. Cisco SmartNet is administered directly by Cisco but is purchased thru various vendors. Vice Chairman Ladd made a motion to accept the recommendation to renew our warranty and service contract with Cisco SmartNet thru AT&T for \$16,525.00. Seconded by Member Urban. Motion carried.

7. IT and Telecommunications Manager Randy Parsons discussed with the Board the Department's Monthly Broadband Report.

8. General Manager Mike Martin recommended the selection of a replacement for Mr. Joe Breedlove as a representative for the Lebanon Public Building Corporation. Vice Chairman Ladd nominated Jim Urban to fill the vacated position. Mr. Urban accepted the nomination and by consent of the Board the selection was approved.

9. Vice Chairman Gary Ladd made a motion to pay the claims dated August 31, 2009 for \$307,796.67 and September 9, 2009 for \$239,978.00. Member Urban seconded. Motion carried.

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

Mike Martin and Bob Waples presented a recommendation to the Board to move forward with the design phase of the Vac Truck Waste Processing Building for the Wastewater Collection Department. Butler, Fairman & Seufert provided a proposal to assist with the design services for this structure and also included shop drawing review, and construction oversight on an hourly basis under their general services agreement. After much discussion amongst the members, it was suggested that Manager Waples confer with the engineering firm and return to the Board with a not to exceed figure for the design phase only portion of the project. Member Lamar moved to table the proposal for clarification purposes. Member Urban seconded. Motion carried.

11. Chairman Milburn requested a five-minute recess before entering into Executive Session to discuss personnel matters and strategy with respect to the purchase of real property. During the Executive Session only personnel matters and strategy with respect to the purchase of real property were discussed.

The Board reconvened into regular public session at 6:44pm.

Chairman Milburn stated it was the consensus of the Board to accept the contract between the City of Lebanon Municipal Utilities and Boone County Livestock Center, Inc., for the property known as The Livestock Property for \$385,000.00 and to proceed with ordering the required survey. Member Urban made a motion to order the survey and to approve the Purchase Agreement with Manager Mike Martin as signatory. Member Lamar seconded. Motion carried.

The members of the Board asked Attorney Larry Giddings to inform the Trails Committee of the Utility Board's permission for the Trails to clean out the Utilities right-of-way from Dead End Road to Sam Ralston and ensure clarity on the liability aspects.

Chairman Milburn asked that it be reflected in the minutes the Board endorsement of Lebanon Utilities participation in the United Way of Boone County and their future campaigns. Treasurer Temple made this a motion. Vice Chairman Ladd seconded. Motion carried.

After thorough review of the City Calendar for 2010 it was agreed by the Board the Utilities will continue with the current calendar days as existing policy in the Lebanon Employee Handbook. Vice Chairman Ladd made this a motion. Member Urban seconded. Motion carried.

The next Utility Board Meeting will be Wednesday, September 23, 2009 at 4:00pm.

8. Hearing no further business before the Board, a motion was made to adjourn the meeting by Secretary Temple. Member Urban seconded. Meeting was adjourned at 6:52pm.

APPROVED THIS ____ DAY OF _____, 2009

CHAIRMAN OF THE BOARD

ATTEST:

CLERK OF THE BOARD