

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

August 19, 2015

Utility Conference Center

4:00 P.M.

Present:

Board:

Dan Lamar, Chairman

Allen Woods, Vice Chairman

Jim Urban, Secretary

Neil Taylor, Member

Gary Ladd, Member

Staff:

Jay McCoskey

Bob Waples

Sandra Morgan

John Stansel

Guests:

Molly Whitehead, Boone EDC

Jill Hoffman, White River Alliance

Legal Counsel: Jeff Jacob

1. Chairman Dan Lamar called the August 5<sup>th</sup>, 2015 meeting of the Lebanon Utility Service Board to order at 4:00 P.M. A full Quorum was in attendance. Confirmation of appropriate notification was acknowledged.

An executive Session was held at 3:00 P.M. this same date. Appropriate notification was made. No action was taken or decisions made in this session.

2. Pledge of Allegiance to the American Flag was observed.

3. Chairman Lamar requested comments or changes to the August 5, 2015 minutes. Hearing of no comments or changes the minutes were approved by a motion from Vice Chairman Allen Woods, and seconded by Secretary Jim Urban. Motion carried.

4. General Manager Jay McCoskey, introduced White Water Alliance Executive Director, Jill Hoffman who presented information regarding the issue of a clear water supply for Central Indiana. We either make a clear choice for clean water and win together or lose together.

5. General Manager Jay McCoskey, introduced Economic Development Executive Director Molly Whitehead who presented the economic development report to the Board. Molly also announced that Manager McCoskey is on their Workforce Development Committee. Member Neil Taylor made a motion to continue to support the Economic Development Committee both physically and financially. Member Gary Ladd seconded the motion. Motion carried.

6. John Stansel of the Telecommunications Department asked the Board for approval of the purchase of a core network switch for the server as phase 1 of core network replacement. Cisco has ceased any hardware support and replacements on our server as of July 31, 2015. The server is currently without support should an issue arise. This device is literally the center of the network, all remote sites for any building with IP phones or computers eventually connect through this switch to connect to the server. Quotes were received from the following:

ENS	\$31,213.60 + Installation \$5,000 = \$36,213.60
Cyberian	\$37,526.69 (with 3 year contract would be \$41,526.69)
Data Strategy	No Response

Vice Chairman Allen Woods made a motion to accept the quote from ENS to include \$5,000 installation and a 3 year 24 x 7 hardware maintenance contract with Cisco for a not to exceed amount of \$36,231.60 to be funded as an equal split with the City at \$18,115.80. Secretary Urban seconded the motion. Motion carried.

7. General Manager Jay McCoskey, asked the Board to enter into an Agreement with Finance Solutions, Inc. for their collection services for Lebanon Utilities delinquent accounts. Finance Solutions will run side by side with our current collections agency, On-Line and used as a comparison to be able to see which company can better service the needs of Lebanon Utilities. Member Ladd made a motion to accept the Agreement with Finance Solutions, Inc. as a third party provider of collections for our delinquent accounts with Manager McCoskey as signatory. Member Taylor seconded the motion. Motion carried.

8. Secretary Urban made a motion to approve the claims dated August 19, 2015 for \$1,982,330.54. Vice Chairman Woods seconded the motion. Motion carried.

9. General Manager Jay McCoskey stated that at the end of the year 2014 there were 489 residential locations in the City recycling. As of the end of July that number has increased to 608; which is in great part to our starting to promote and take applications in the office in March, placing information on the back of the utility bill, promoting at the Home Show in April and in our lobby since then, as well as regular posts on FB, etc. That represents a 24% increase in the few months of our participation! We have a lot of room to grow as there are still over 5,000 homes receiving trash pick-up but not recycling.

I suggested at a recent city budget meeting Manager McCoskey suggested charging more to those residents that have trash pick-up but don't recycle. In a city budget meeting they were talking about the need to increase the cost of monthly trash pick-up as they have a short fall of what revenue they collect vs what is charged.

Wessler Engineering was back on August 11<sup>th</sup> to measure night flows of the waste water collection system during dry conditions. Based on their rain event flows taken previously we can determine and prioritize for addressing the clear water infiltration into the waste water system. As reported previously with June being the 4<sup>th</sup> highest rain in recorded history and July officially the wettest month on 140 year record for the Indianapolis area, and pushes summer 2015 into 2nd wettest territory too. For the period June 1st through July 27th we have pumped 96M gallons of water from our water treatment plants and have seen over 303M gallons of water going through the waste water treatment plant; more than three times the flow of potable water. This issue has to be addressed, if not the utility and its customers could be looking at spending well over \$20M to just build a storage facility to capture this excess and then treat it at a cost and/or additionally face IDEM orders to not allow any new connections to the waste water system, essentially ending any growth for Lebanon.

A request for proposal for outsourcing IT services went out to three potential vendors on August 13th. Responses are to be received no later than September 15<sup>th</sup>.

This month we will begin phasing out the "yellow letter" reminder notice that goes out to customers who have not paid by the due date to try and avoid disconnection. We average about 2,200 yellow notices every month, almost 25% of our customer base. This not only is a green initiative but a cost savings of almost 80 cents each for an approximate savings of \$21,000 dollars a year that our good paying customers subsidize for slow paying customers. This is courtesy that we do and not a requirement. With our new bill form we started sending last year it clearly indicates that if the bill is not paid by a certain date the customer is subject to disconnection. In January we started using our automated dialer system calling customers the night before planned disconnection. Starting September 19<sup>th</sup> the automated dialer notice will go out two nights before and then again the night before a scheduled disconnection. We will have a campaign communicating this change over the next couple of months.

With my involvement as Chairman of the Boone County EDC, initiating with LHS to hire a May graduate as a line apprentice I have been asked to be one of a five person advisory committee to the new LHS School To Work Initiative. There was a presentation to the Business Park Alliance yesterday that had many clamoring for apprentices. The entire effort is to expose/prepare students for future career paths.

The public is invited to our electric operations groundbreaking ceremony September 20<sup>th</sup> at 3:30 at the old sale barn property on West Main Street.

10. Chairman Lamar asked for any other business that may be brought before the Board.

11. Chairman Lamar opened the floor for public comment. No comments were presented.

12. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Member Ladd. The motion was seconded by Secretary Urban. Motion carried.

The meeting was adjourned at 5:30pm.

The next Utility Board meeting will be August 9<sup>th</sup> at 4:00pm.

APPROVED THIS 9<sup>th</sup> DAY OF September, 2015

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

ATTEST:

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