

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

November 4, 2015

Utility Conference Center

4:00P.M.

Present:

Board:

Dan Lamar, Chairman

Allen Woods, Vice Chairman

Jim Urban, Secretary

Neil Taylor, Member

Gary Ladd, Member

Staff:

Bob Waples

Laurie Gross

Legal Counsel: Jeff Jacob

1. Chairman Dan Lamar called the November 4, 2015 meeting of the Lebanon Utility Service Board to order at 4:05 P.M. A Full Quorum was in attendance. Confirmation of appropriate notification was acknowledged.

Chairman Lamar mentioned that an executive session was held at 1:30 this same date. Confirmation of appropriate notification was acknowledged. No action was taken or decisions made in this session. Chairman Lamar also mentioned that the Board held a working session at 3:00 P.M. this same date.

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

3. Chairman Lamar requested comments or changes to the October 21, 2015 minutes. Secretary Jim Urban made a motion to approve the minutes. Member Neil Taylor seconded the motion. Motion carried.

4. Kristen Scott, Lebanon Schools Community Work Coordinator presented the concept of working together with companies in the community to place workers such as Cole Miller who now works for the Electric Department thanks to this program.

5. Legal Counsel Jeff Jacob recommended to the Board that the IT RFP response approval be tabled until a special meeting could be held with the Board of Works. A special meeting with the Board of Works is scheduled for Monday, November 16, 2015 beginning at 4:00 P.M. in the Lasley Council Chambers. Member Gary Ladd made the motion to table the IT RFP response approval. Vice Chairman Allen Woods seconded the motion. Motion carried.

6. Electric Operations Project Manager Mike Whitman gave a report to the Board regarding the transition to vendor owned inventory management.

7. Member Neil Taylor made a motion to approve the claims dated November 4, 2015 for \$117,381.27. Member Gary Ladd seconded the motion. Motion carried.

8. Chairman Lamar asked for any other business that may be brought before the Board. General Manager Jay McCoskey requested approval of Section 502 Vehicle Safety and Usage in the employee handbook with the addition of Section 9, 10, 11 and 12. Member Gary Ladd made the motion to approve the addition of Sections 9, 10, 11 and 12 in Section 502 of the employee handbook. Member Neil Taylor seconded the motion. Motion carried. The Board also suggested that Section 2 in the

Employee Handbook be reviewed relative to texting.

General Manager McCoskey also reported on the following: I have talked before about our new website. Because we are always looking for customer feedback on how we can improve our service customers now have the option of doing a customer satisfaction survey through a link on our website.

On October 24 we had nine people attend the open house and tour at the waste water treatment plant. Little disappointed in the turn out but it was obvious from all in attendance that Plant Operation Supervisor Ron Holloman and his entire team are extremely proud of their plant running it every day in a safe, environmentally responsible, and cost effective manner. Really proud of those guys.

All year but especially around the holidays we should be thinking about what we can do for those less fortunate. I really encourage people to drop off bags of groceries or donations to the Caring Center at 1230 Ransdell Court here in Lebanon. We will start promoting that through Facebook.

Angie Brown, Laurie Gross and I had a booth at this past Saturday's Mischief on Meridian. Fantastic crowd we gave away whistles that are also flashlights but also 1,000 neon slap bands provided by IMPA. Very popular items. Had a mother email me Monday saying one of her two boys lost one and was accusing the other of taking it and I give her another to make peace.

9. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Member Gary Ladd. The motion was seconded by Member Neil Taylor. Motion carried.

The meeting was adjourned at 4:45 pm.

The next Utility Board meeting will be November 18th at 4:00pm.

APPROVED THIS 18th DAY OF November, 2015

CHAIRMAN OF THE BOARD

ATTEST:

CLERK OF THE BOARD