

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

December 21, 2015

Utility Conference Center

4:00 P.M. Present:

Board:

Dan Lamar, Chairman

Allen Woods, Vice Chairman

Jim Urban, Secretary

Gary Ladd, Member

Neil Taylor, Member

Staff:

Bobby Taylor

Jay McCoskey

Sandra Morgan

Mike Whitman

Pete Shepherd

Legal Counsel: Jeff Jacob

1. Chairman Dan Lamar called the December 21, 2015 meeting of the Lebanon Utility Service Board to order at 4:00 P.M. with all members present; Confirmation of appropriate notification was acknowledged.

Chairman Lamar mentioned that the Board held a working session at 2:30 P.M. this same date. Confirmation of appropriate notification was acknowledged. 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 December 9, 2015 minutes. Secretary Jim Urban made a motion to approve the minutes. Member Neil Taylor seconded the motion. Motion carried.

4. Attorney Jeff Jacob reported to the Board that the inventory to be sold to Anixter is usable surplus to be sold directly to Anixter for greater or equal value. Request that the Board declare as usable surplus. Member Neil Taylor made the motion to declare the inventory presented as usable surplus to be sold directly to Anixter. Secretary Jim Urban seconded the motion; Motion carried.

5. General Manager Mike Whitman presented information to the Board regarding the inventory that they had declared usable surplus. He explained that the value of the usable surplus was \$206,657.84. The usable surplus will be sold directly to Anixter for \$206,657.84 and will be repurchased when needed. This process will override IC 5-22. Member Gary Ladd made the motion to approve the direct sale of the surplus property to Anixter for \$206,657.84. Secretary Jim Urban seconded the motion. Motion carried.

6. Finance Manager Sandra Morgan presented the 2016 Budget to the Board. Member Gary Ladd made the motion to approve the 2016 Budget. Vice Chairman Allen Woods seconded the motion. Motion carried.

7. Finance Manager Sandra Morgan presented 2016 health insurance options to the Board. The Board agreed to stay with United Healthcare with a 33% increase. Vice Chairman Allen Woods made the motion to approve United Healthcare with a 33% increase. Member Neil Taylor seconded the motion. Motion carried. The Board discussed keeping the HSA contributions made by the Utilities the same which would be Individual \$2,800 and Family \$5,600. Vice Chairman Allen Woods made the motion to continue HSA contributions same as last year \$2,800 Individual and \$5,600 Family. Secretary Jim

Urban seconded the motion. Motion carried. The Board also discussed increasing the employee's portion of the health insurance premium 16.5%. Member Neil Taylor made the motion to increase the employee's portion of health insurance premium 16.5%. Member Gary Ladd seconded the motion. Motion carried. The Board agreed to pay 100% of the premium for vision and ancillary. Member Gary Ladd made the motion to approve to pay 100% of the premium for vision and ancillary. Vice Chairman Allen Woods seconded the motion. Motion carried.

8. Wastewater Collections Supervisor Bobby Taylor requested approval for an increase of \$975.50 for sanitary lining project. The original contract with Insituform Technologies was approved for \$30,786.30. The additional costs were due to the actual footage being determined for an 18 inch sanitary sewer line. The increase in the footage for lining was \$975.50. Member Neil Taylor approved the additional cost of \$975.50 for the sanitary sewer lining. Secretary Jim Urban seconded the motion. Motion was approved.

9. General Manager Mike Whitman informed the Board that he had requested and received 3 proposals from building security firms for the new operations building. Referring to the breakdown of the three firms General Manager Mike Whitman recommended SecurityPros, LLC for a total of \$77,510.00 plus monthly monitoring fee of \$140.00 per month. Vice Chairman Allen Woods made the motion to approve the recommendation of SecurityPros, LLC in the amount of \$77,510 and a \$140 per month for monitoring also authorizing General Manager Mike Whitman the authority to sign the agreement. Secretary Jim Urban seconded the motion. Motion carried.

10. General Manager Mike Whitman presented to the Board the expenditure of \$25,826.54 for their approval regarding the removal of suspicious buried debris. Due to the need to move on this matter we were unable to go through the normal process of requesting Board approval prior to the expenditure of funds though we did keep the Board informed of our actions. The request is to approve the expenditure of \$25,826.54 from Keramidas for the removal of debris, this amount includes the \$15,000 approval signed by then General Manager Jay McCoskey. Member Neil Taylor made the motion to approve the expenditure of \$25,826.54 to Keramidas. Vice Chairman Allen Woods seconded the motion. Motion carried.

11. General Manager Mike Whitman presented to the Board Change Order #2 for the operation building. The amount of this change order is \$13,526. The Board requested an original copy as this change order copy is stamped draft. Vice Chairman Allen Woods made a motion to approve the change order in the amount of \$13,526 with an original copy of the change order. Secretary Urban seconded the motion. Motion carried.

12. Electric Operations Supervisor Pete Shepherd requested approval from the Board to declare surplus property from the electric department – 2002 GMC C-7500 flatbed truck that is no longer used by the department. This vehicle is to be removed from the fleet and will be sold as a public sale by Gene Lewis Ford. Member Gary Ladd made the motion to approve the 2002 GMC C-7500 flatbed truck as surplus and authorize the public sale by Gene Lewis Ford. Secretary Jim Urban seconded the motion. Motion carried.

13. Chairman Dan Lamar made a motion to approve nomination for the following slate of officers for 2016. Chairman Allen Woods, Vice Chairman Gary Ladd, Secretary Jim Urban. Chairman Dan Lamar approved the nominations for 2016; Member Neil Taylor seconded the motion. Motion carried.

14. Attorney Jeff Jacob requested a motion from the Board to table the meeting schedule for 2016 and to set the first meeting for 2016 for January 6, 2016 at 4:00 P.M. Secretary Jim Urban made the motion to table the meeting schedule for 2016 and set the first meeting for January 6, 2016 at 4:00 P.M.

Member Neil Taylor seconded the motion. Motion carried.

15. Secretary Jim Urban made the motion to pay the claims. Member Neil Taylor seconded the motion. Motion carried.

16. General Manager Mike Whitman reminded everyone to be safe especially during the holiday season. He also reported to the Board that all vehicles had the 360 stickers and he was happy to report that in 2015 there were only two incidents and none of them resulting in lost work days.

17. No Public Comment

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

The meeting was adjourned at 5:00 pm.

The next Utility Board meeting will be January 6, 2016 at 4:00 P.M.

APPROVED THIS 6th DAY OF January 2016

CHAIRMAN OF THE BOARD

ATTEST:

CLERK OF THE BOARD