

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

February 3, 2016

Utility Conference Center

5:00 P.M.

Present:

Board:

Allen Woods, Chairman

Gary Ladd, Vice Chairman

Jim Urban, Secretary

Neil Taylor, Member

Dan Lamar, Member

Staff:

Mike Whitman

Bob Waples

David VanWye

Pete Shepherd

Rick Hale

Guests: Bob Holden, Wessler Engineering

Pat Smith, Patrick's Office Supply

Legal Counsel: Jeff Jacob

1. Chairman Allen Woods called the February 3, 2016 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. A full quorum was in attendance. Confirmation of appropriate notification was acknowledged.

Chairman Woods mentioned that an Executive Session would be held at 6:00 following this Board meeting. Confirmation of appropriate notification was acknowledged.

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

3. Chairman Woods requested comments or changes to the January 20, 2016 minutes. Vice Chairman Gary Ladd made a motion to approve the minutes as written. Secretary Jim Urban seconded the motion. Member Dan Lamar abstained from acceptance as he was not present at the January 20th meeting. Motion carried.

4. General Manager Mike Whitman asked the Board to approve the 2016 Salary & Wage Scale, and the 2016 Electric Wage Scale. Member Dan Lamar made a motion to approve the wage scales and to allow General Manager Mike Whitman to work within these scales during 2016. Member Taylor seconded the motion. Motion carried.

5. The 2016 Sewer Lining Project Agenda Item was tabled by a motion from Member Lamar to the February 17th Board meeting. Secretary Urban second the motion. Motion carried.

6. Water Department Manager Bob Waples asked the Board to approve an Agreement with Wessler Engineering to proceed with the design, bidding, construction and post construction Phase Engineering Services for standby power system improvements to the Sugar Creek Treatment Plant. Bob Holden from Wessler Engineering stated the project would take approximately 6 months once the quotes were received. Member Taylor made a motion to accept the Agreement with Wessler Engineering, Inc. for standby power system improvements to the Sugar Creek Treatment Plant for a lump sum of \$34,000 for design fees and \$13,000 estimated for construction phase services as laid out in Article IV of the Agreement, for an estimated total amount of \$47,000 subject to Legal Counsel Jeff Jacob and General Manager Mike Whitman's approval. General Manager Mike Whitman is to sign the Agreement. This motion was seconded by Secretary Ladd. Motion carried

7. General Manager Mike Whitman presented the Board with furniture quotes for the electric operations building. Three quotes were received:

- Commercial Office Environments \$45,296.87
- Patrick's Office Supply \$32,499.68
- Fine Line Furniture \$29,136.60

After much discussion and some comments from Pat Smith of Patrick's Office Supply the Board decided to form a committee consisting of Dan Lamar, Neil Taylor and Rick Hale to verify the quotes were for the same quality as Hon furniture. Member Lamar made a motion to table this Agenda Item to the February 17th Board meeting to allow the committee to verify the information provided. Member Taylor seconded the motion. Motion carried.

8. Electric Engineering Assistant David VanWye gave the 2015 Reliability Report to the Board.

9. Member Taylor made a motion to approve the claims dated January 31, 2016 for \$682,645.05, and February 3, 2016 for \$447,023.06. Secretary Urban seconded the motion. Motion carried.

10. Chairman Woods asked for any other business that may be brought before the Board. Legal Counsel Jeff Jacob asked the Board to table Agenda Item #5, The Sewer Lining Project to the March 9, 2016 Board meeting. Member Taylor made the motion, and Secretary Urban seconded. Motion carried.

11. Chairman Woods opened the floor for public comment. Aaron Smith thanked the Board for putting the 2016 Budget on our Website.

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

The meeting was adjourned at 5:55pm.

The next Utility Board meeting will be February 17, 2016 at 5:00pm.

APPROVED THIS 17th DAY OF February, 2016

CHAIRMAN OF THE BOARD

ATTEST:

CLERK OF THE BOARD