

LEBANON UTILITY SERVICE BOARD
Lebanon, Indiana

September 9, 2015

Utility Conference Center

4:00 P.M.

Present:

Board:

Allen Woods, Vice Chairman

Jim Urban, Secretary

Neil Taylor, Member

Gary Ladd, Member

Staff:

Jay McCoskey

Seth Byrd

Guests:

Legal Counsel: Jeff Jacob

1. Vice Chairman Allen Woods called the August 19th, 2015 meeting of the Lebanon Utility Service Board to order at 4:00 P.M. Chairman Dan Lamar was absent. Confirmation of appropriate notification was acknowledged.

A Working Session was held at 2:30 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. Vice Chairman Woods requested comments or changes to the August 19, 2015 minutes. Hearing of no comments or changes the minutes were approved by a motion from Secretary Jim Urban, and seconded by Member Neil Taylor. Motion carried.

4. General Manager Jay McCoskey asked the Board to approve a cost of service study and an update of the existing availability fees by Umbaugh & Associates for \$20,000. The availability fees have not been updated since 2005. Member Gary Ladd made the motion to engage Umbaugh & Associates to complete a cost of service study and an update of our existing availability fees for a not to exceed amount of \$20,000. Member Taylor seconded the motion. Motion carried.

5. Acting Manager of the Telecom Division Seth Byrd asked the Board to declare a list of items with a total value of under \$2,000 as surplus. The department will try to sell the equipment to a surplus equipment buyer. Member Ladd made a motion to declare radio and networking devices that are no longer needed as surplus. Secretary Urban seconded the motion. Motion carried.

6. General Manager Jay McCoskey asked the Board to consider outsourcing our preventative maintenance for our large vehicles. Quotes were requested from three businesses in Boone County:

- DeVol & Son Garage
- Jackson Diesel Fleet
- PFM Truck Care Center

In looking for a business to service and also maintain a service schedule on these vehicles it is recommended we use DeVol & Son's Garage, here in Lebanon. Devol services large fleets, will maintain a service schedule, and they already have a good working relationship with Lebanon Utilities and are accustomed to servicing our unique pieces of equipment. Member Taylor made a motion to have our large fleet vehicles maintained by DeVol & Son's Garage. Secretary Urban seconded the motion. Motion carried.

7. Secretary Urban made a motion to approve the claims dated August 31, 2015 for \$319,323.49, and September 9, 2015 for \$129,405.00. Member Taylor seconded the motion. Motion carried.

8. General Manager Jay McCoskey stated that at our working session this afternoon we received the latest numbers from Umbaugh on the need for a Waste Water increase. The Board will review and then inform and make a recommendation to City Council.

Pat Pickett from Pickett and Associates gave the Board a look at our new website

As part of the new School to Work coordinators role at the High School our recent hire of May LHS grad Cole Miller as an apprentice linemen; today they shot a video of Cole working and interviewed him to use as a feature to promote the program. As a reminder I am part of a small advisory group to the school on this new initiative.

9. Vice Chairman Woods asked for any other business that may be brought before the Board.

10. Vice Chairman Woods opened the floor for public comment. No comments were presented.

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

The meeting was adjourned at 4:25pm.

The next Utility Board meeting will be October 7th at 4:00pm.

APPROVED THIS 23rd DAY OF September, 2015

CHAIRMAN OF THE BOARD

ATTEST:

CLERK OF THE BOARD