

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

February 17, 2016

Utility Conference Center

5:00 P.M.

Present:

Board:	Staff:	Guests: Dan Warkentien, Trails Committee
Allen Woods, Chairman	Mike Whitman	
Gary Ladd Vice Chairman - Absent	Bob Waples	
Jim Urban, Secretary	Seth Byrd	
Neil Taylor, Member	Pete Shepherd	
Dan Lamar, Member	Rick Hale	Legal Counsel: Jeff Jacob

1. Chairman Allen Woods called the February 17, 2016 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. Vice Chairman Gary Ladd was not in attendance. 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 February 3, 2016 minutes. Member Neil Taylor made a motion to approve the minutes as written. Secretary Jim Urban seconded the motion. Motion carried.

4. Mr. Dan Warkentien informed the Board and listening public of an upcoming event sponsored by the Trails Committee, Healthy Living, Witham Y, and Senior Services. This event is to promote healthy living by getting everyone out into nature. There will be a 5K run and other activities. This event will take place on Saturday, April 30th.

5. General Manager Mike Whitman asked the Board to approve a Task Order for additional funds to Spectrum Engineering's Service Agreement to be able to continue their professional engineering services for 2016. This has been included in the 2016 Budget. Secretary Jim Urban made a motion to accept an additional not to exceed amount of \$125,000 for Spectrum Engineering's Task Order, with General Manager Mike Whitman signing the Agreement. Member Neil Taylor Seconded the motion. Motion carried.

6. Telecommunications Supervisor Seth Byrd asked the Board to approve a proposal from CSU, Inc. to provide fiber installation from the Municipal Building to the new Electric Operations Building. Two proposals were obtained one from CSU, Inc. in the amount of \$ 27,379.00, and one from JDH for \$30,580.45. Legal Counsel Jeff Jacob asked to have "to be completed on or before dates" included in the Proposals. Member Dan Lamar made a motion to accept the proposal from CSU, Inc. to build out and install fiber-optic from the Municipal Building to the Electric Operations Building for a not to exceed amount of \$24,379.00 subject to Legal Counsel Jacob's approval of the document. Member Taylor seconded the motion. Motion carried.

7. Water Wastewater Manager Bob Waples asked the Board to approve the purchase of line stopping equipment that provides a temporary shutdown of a pipeline system to allow for modifications or repairs. A quote was received from Hydra-Stop for the purchase of a Model 480AK-HS Hydra-Stop

for \$21,304.08 plus freight. This purchase will come from the operating expenses in the 2016 budget. Member Neil Taylor made a motion to approve the purchase of a Model 480AK-HS Hydra-Stop in the amount of \$21,304.08 plus freight from Hydra-Stop. Secretary Urban seconded the motion. Motion carried.

8. Facilities Manager Rick Hale came back to the Board with the committee's recommendation for the provider of the furniture for the new electric operations building. Based on the consideration of a life-time warranty offered by Patrick's and their furniture not being modular the committee recommended Patrick's as the provider of furniture for the electric operations building. Secretary Jim Urban made a motion to accept the quote from Patrick's Office Supply in the amount of \$32,499.68 to provide and install furniture for the electric operations building at 1300 W. Main Street with General Manager Mike Whitman to sign the Agreement. Member Lamar seconded the motion. Motion carried.

9. General Manager Mike Whitman asked the Board to approve an overage on Keramida's Professional Services Agreement. Keramida received an invoice for disposal of additional debris after their initial request of \$25,826.54 was approved at the December 21st, 2016 Board meeting. Member Taylor made a motion to approve the payment of an additional \$2,642.90 to Keramida for the disposal of debris from the Electric Operations Building worksite. Secretary Urban seconded the motion. Motion carried.

10. General Manager Mike Whitman presented the Board with Frederick's Change Order #3 for additional work on the Electric Operations Building. General Manager Whitman read the items included in this change order to the Board and listening audience. The total of this Change Order is \$39,202.00. An item to add steel to support exterior cmu masonry walls for \$25,280.00 will be split with Lebanon Utilities and the Architect as this was an over-site of the architect and not included in the scope of work. Member Lamar made a motion to approve Frederick's Change Order #3 for the Electric Operations Building in the amount of \$39,202.00 with General Manager Whitman to sign the change order. Secretary Urban seconded the motion. Motion carried. Member Lamar stated he felt the Management Company we have hired to oversee the construction company should be presenting these items to the Board and explaining the reasons involved.

11. General Manager Mike Whitman asked the Board to table the request for additional funds to Umbaugh & Associates until he has had a chance to have further discussions with them. Member Lamar made a motion to table Item #11 until such time as General Manager Mike Whitman has had a chance to gather further information. Motion seconded by Member Taylor. Motion carried.

12. General Manager Mike Whitman asked the Board to table Water Treatment Truck Replacement Item #12. Member Taylor made a motion to table Item #12 Water Treatment Truck Replacement. Member Lamar seconded the motion. Motion carried.

13. Secretary Jim Urban made a motion to approve the claims dated February 17, 2016 for \$1,526,019.17. Member Taylor seconded the motion. Motion carried.

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

General Manager Mike Whitman stated that he will be presenting the Lebanon Utilities Capital Programs and Projections of Rates to the Lebanon City Council, Monday, February 22nd.

The electric utility recently earned the GOLD designation from the American Public Power Association, for their RP3 Program (Reliable Public Power Provider). There are only a handful of other municipal utilities in the state that earn the award. The RP3 Program recognizes electric utilities

that demonstrate a high proficiency in 1) electric reliability, 2) safety, 3) workforce development, and 4) system improvement.

The Gold designation is the third level with Platinum and Diamond above it. Our Gold designation is for three years at which time we'll need to go through the application process again. Mike thanked all employees who helped provide written information to support our responses to a variety of questions. It was a job well done.

Lebanon Utilities will be recognized during the opening breakfast of the 2016 APPA Engineering & Operations Conference in Minneapolis, Minnesota on Monday, April 4th.

15. Chairman Woods opened the floor for public comment. Aaron Smith mentioned that he had read the Public Relations Request for Proposal in the Reporter and stated that in his opinion we did not need to hire a consultant.

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

The meeting was adjourned at 6:00pm.

The next Utility Board meeting will be March 9, 2016 at 5:00pm.

APPROVED THIS 9th DAY OF March, 2016

CHAIRMAN OF THE BOARD

ATTEST:

CLERK OF THE BOARD