

LEBANON UTILITY SERVICE BOARD

Lebanon, Indiana

July 25, 2018

Council Chambers

5:00 P.M.

Board:

Gary Ladd, Chairman - Absent
Neil Taylor, Vice Chairman
Jim Urban, Secretary
Dan Lamar, Member
Bill Stoner, Member

Staff:

Sandra Morgan
Michael Susong
Josh Spencer
Michael Whitman, General Manager
Jeff Jacob, Legal Counsel

Guests:

Gary Miller - CHA

1. Vice Chairman Neil Taylor called the July 25, 2018 meeting of the Lebanon Utility Service Board to order at 5:00 P.M. Chairman Gary Ladd was not in attendance. Confirmation of appropriate notification was acknowledged.

Vice Chairman Taylor stated that a Working Session was held at 3:30pm, this same date. Confirmation of appropriate notification was acknowledged. No motions were made, no votes were taken.

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

3. Vice Chairman Taylor requested comments or changes to the July 11, 2018 minutes. Member Dan Lamar made a motion to accept the minutes as written. Secretary Jim Urban seconded the motion. Motion carried.

4. Water, Wastewater Manager Michael Susong, and Project Manager Josh Spencer asked the Board to approve Change Order #4 for Atlas Excavating for the East Street Project. Secretary Urban made a motion to approve Atlas Excavating's Change Order #4 for a not to exceed amount of \$77,781.77 for additional work to undercut the roadway, tie in for the Library and pavement restoration related to the East Street Project, with the General Manager signing all pertinent documents. Seconded by Member Dan Lamar. Motion carried.

5. Legal Counsel Jeff Jacob and Water, Wastewater Project Manager Josh Spencer asked the Board to accept an easement agreement for the Edwards Drive Lift Station. Mr. Jacob stated Michael and Josh did an excellent job pulling this project together. Within 7-10 days they came up with a solution so that Ken's Foods, a major industry could connect to the City of Lebanon sewer system. Member Stoner made a motion to approve and accept the Edwards Drive Sanitary Sewer Easement Agreement and Sewer Facilities Conveyance with General Manager Whitman executing the document. Secretary Urban seconded the motion. Motion carried.

6 Human Resource Manager Sandra Morgan asked the Board to accept the Retirement of General Manager Mike Whitman. Manager Morgan gave the Board and the listening public a synopsis of General Manager Whitman's years with the Utilities and Member Lamar made a motion to approve and accept Manager Whitman's retirement date of October 3rd, 2018, along with benefits as recommended by the Personnel Committee. Member Stoner seconded the motion. Motion carried.

7. Member Stoner made a motion to approve the claims dated July 25th for \$679,897.89. Secretary Urban seconded the motion. Motion carried.

8. Vice Chairman Taylor asked for any other business that may be brought before the Board. General Manager Mike Whitman reported to the Board and listening public the following;

Succession Planning Efforts for the Water / Wastewater Utilities are ongoing. Seven members of the water and wastewater staff are currently in training to become fully trained and certified operators. These staff members are obtaining on the job skills every day as they assist experienced operators with various duties. They are also taking classes to gain additional knowledge about the utility systems in preparation for taking certification examinations.

The water distribution crew led by Denny Wilhoite is actively working on hydrant maintenance throughout the city to ensure hydrants work properly and are easily identified.

Lebanon Utilities has been selected as the regional training center for Indiana Municipal Electric Association's various training programs.

Currently we are hosting 10 linemen from through-out the state as they are completing their apprentice program and becoming a lineman-journeyman.

One person in this program is our own Blade Lasley who will become our 7th Journeyman. Our congratulations to Blade on his accomplishment.

9. Vice Chairman Taylor opened the floor for public comment

10. The next Utility Board meeting is planned for August 8, 2018 at 5:00pm.

11. 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 Secretary Urban. Motion carried

The meeting was adjourned at 5:20pm.

APPROVED THIS 8th DAY OF August, 2018

CHAIRMAN OF THE BOARD

ATTEST:

SECRETARY OF THE BOARD