

# LEBANON UTILITY SERVICE BOARD

## Lebanon, Indiana

November 7, 2018

Council Chambers

5:00pm.

Board:

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

Staff:

Michael Susong  
Josh Spencer  
Jeff Jacob, Legal Counsel

Guests:

Bob Holden, Wessler Engineering  
Jeff Chinn, Thieneman Construction, Inc.

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1. Chairman Gary Ladd called the November 28, 2018 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.
  2. Pledge of Allegiance to the American Flag was observed.
  3. Chairman Ladd requested comments or changes to the November 7, 2018 minutes. Secretary Jim Urban made a motion to accept the minutes as written. Vice Chairman Neil Taylor seconded the motion. Motion carried.
  4. A motion was made by Member Dan Lamar and seconded by Vice Chairman Neil Taylor to move the approval of the Sondhi Contract to the December 12, 2018 Board meeting. Motion carried.
  5. Josh Spencer, Project Manager for the Water, Wastewater Department informed the Board that bids for the Wastewater Treatment Plant Expansion Project came in way over budget. As the bid holding is sixty days and will expire December 31, 2018. A motion was made by Vice Chairman Taylor and seconded by Member Bill Stoner to continue the Wastewater Treatment Expansion Plant bid results to the December 12, 2018 Board meeting. Motion carried.
  6. Josh Spencer, Project Manager for the Water, Wastewater Department asked the Board to declare a Sludge Pump and Control Panel as surplus. The Wastewater Treatment Plant changed out the sludge pump and control panel when the centrifuge system was installed. Member Lamar made a motion to declare the Vaughan HE4P5CS Sludge Pump and the Baldor Control Panel as surplus and authorize the Water Wastewater Operations Manager to sell this equipment per Indiana code IC5-22-22-4. Secretary Urban seconded the motion. Motion carried.
  7. Legal Counsel Jeff Jacob asked the Board to approve a Resolution Accepting Indiana's Drinking Water State Revolving Fund Loan Program Preliminary Engineering Report appointing Chief Financial Officer Sandra Morgan as signatory. Counsel Jacob read the Resolution to the Board. Chairman Gary Ladd stated that this a requirement to assure we are aware of all transmittals and actions being taken on our behalf. Vice Chairman Taylor made a motion to approve Resolution 2018-06, A Resolution Accepting Indiana's Drinking Water State Revolving Fund Loan Program. Secretary Urban seconded the motion. Motion carried.

8. Water, Wastewater Manager Michael Susong asked the Board to award the 2019 Biosolids Hauling and Disposal Contract for the Wastewater Treatment Plant. Legal Counsel Jacob stated that the lowest bid by (Devlin) was non-responsive to our Bid Request related to the IDEM Permit requirements. Failure to comply with this element of our Bid Request is a substantive deficiency and would pose increased liability to the Utility. Counsel Jacob therefore recommended award be made to the second lowest bidder, Karle Enviro Organic Recycling, Inc. and authorize the Chairman of the Board to sign the Agreement. Vice Chairman Taylor moved to make this a motion. Member Stoner second the motion. Motion carried.
9. Water, Wastewater Manager Michael Susong asked the Board to award the 2019 chemical contracts for chemicals used at the water and wastewater treatment plants. Member Stoner made a motion to award the 2019 Chemical Bid for chlorine, ammonia sulfate, sulfur dioxide, and ferric sulfate to Brenntag Mid-South and to Water Solutions Unlimited for phosphate with Chairman of the Board signing the Notice of Awards. Secretary Urban seconded the motion. Motion carried.
10. Water, Wastewater Manager Michael Susong informed the Board of the Wastewater Treatment Plants purchase of a Return Activated Sludge Pump. The Wastewater Treatment Plant staff was concerned about the delay in getting the Return Activated Sludge Pump replaced to maintain the redundancy to its critical operation. Delivery will take 10-12 weeks. Therefore, the pump was ordered before Board approval. Member Stoner moved to retroactively approve the purchase of the Return Activated Sludge Pump and equipment in the amount of \$15,108.00 plus freight. Member Lamar seconded the motion. Motion carried.
11. Water, Wastewater Manager Michael Susong asked the Board to approve revisions to the Wastewater Enforcement Response Plan. Minor changes were made to the plan to comply with the Sewer Use Ordinance. Vice Chairman Taylor made a motion to approve the revised Enforcement Response Plan. Secretary Urban seconded the motion. Motion carried.
12. Water, Wastewater Manager Michael Susong asked the Board to approve engineering assistance from Wessler Engineering to the wastewater staff to ensure compliance with regulations. Amy Harvel of Wessler Engineering has help the in assisting the department in creating a very solid program. Secretary Urban made the motion to approve Wessler Engineering's Task Order #6 for an hourly basis not to exceed \$45,000 for the year 2019 with the Chairman of the Board signing the Order. Member Stoner seconded the motion. Motion carried.
13. Legal Counsel Jeff Jacob asked the Board to approve the hiring of Ed Basquill as the General Manager for the Utilities with a start date of December 6, 2018. Secretary Urban moved to approve the hiring of Ed Basquill as the Lebanon Utilities General Manager, effective December 6<sup>th</sup>, 2018. Vice Chairman Taylor seconded the motion. Motion carried.
14. Member Lamar made a motion to approve the claims dated November 28<sup>th</sup>, 2018 for \$2,522,922.99. Vice Chairman Taylor seconded the motion. Motion carried.
15. Chairman Ladd asked for any other business that may be brought before the Board.
16. Chairman Ladd opened the floor for public comment. No comments were received.
17. The next Utility Board meeting is planned for December 12<sup>th</sup>, 2018 at 5:00pm.
18. Hearing of no further business to be brought before the Board a motion was made to adjourn the meeting by Member Stoner. The motion was seconded by Member Lamar. Motion carried.

The meeting was adjourned at 5:40pm.

APPROVED THIS 12th DAY OF December, 2018

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CHAIRMAN OF THE BOARD

ATTEST:

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SECRETARY OF THE BOARD