

CITY OF LEBANON  
BOARD OF PUBLIC WORKS MEETING MINUTES  
June 5, 2024

BE IT REMEMBERED that the Board of Public Works of the City of Lebanon, Missouri, met on June 5, 2024, at 12:00 p.m. in the Meeting Room at the Public Works Facility located at 1401 West Commercial.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following Officers were present: Don Anderson, Ted Dahl, Jeremy Goforth, and LeAnn Mather. Absent: None.

A quorum was declared.

Staff members and others in attendance: Public Works Director/Board of Public Works General Manager Richard Shockley, Electric Superintendent Travis Long, Environmental Services Superintendent Eric Mork, Public Works Analyst Kelly Roberts, Wastewater Treatment Plant Operator Allen Zimmer, I & I Technician Tyler Wasmer, Water Meter Technician Richard Nutting, and Assistant City Administrator/City Clerk Laina Starnes.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Anderson moved and Dahl seconded that the Board approve the April 17, 2024, and May 1, 2024, meeting minutes as presented. Motion carried as follows: Yea: (4) Anderson, Dahl, Goforth, and Mather; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

DISCUSSIONS AND PRESENTATIONS

Certificate Presentation

Wastewater Superintendent Eric Mork presented City employees Tyler Wasmer and Alan Zimmer their Department of Natural Resources Wastewater Treatment C certifications and City employee Richard Nutting his Department of Natural Resources Water Distribution I certification.

Operations Update

Electric Superintendent Travis Long shared that his 3<sup>rd</sup> year apprentice Brandon Slavens completed his required third year training which consisted of transformer theory and energized fiberglass hot sticking. He then reported on pole replacements, feeder upgrades, feeder clearing, and one feeder outage.

Environmental Services Superintendent Eric Mork shared that his department was doing easement clearing in preparation for Ace Pipe Cleaning and road boring on New Buffalo Rd, Indian Creek, and Tekary. He also talked about the need to lower the Reeves Well pump, with the approval of that action going to City Council on June 10th. Other things

mentioned were the repair of a water line behind substation #2, and the camera van being sent to Iowa for repairs due to a possible lightning strike.

#### April 2024 Operations Detail Report

Public Works Director/Board of Public Works General Manager Richard Shockley did not speak to the report during this meeting; however, it is attached and made part of the permanent record.

#### April Financials

Public Works Director/Board of Public Works General Manager Richard Shockley reported they were working on getting the last of the invoices for FY2024 turned in for payment. He then went through the three utility funds and stated they were continuing to trim capital out the Water Fund to align with revenue, the Wastewater Fund was doing good, and delinquencies related to the electric utilities were holding steady despite the recent industry layoffs.

#### RESOLUTION NO. 2024-010- PURCHASE, WASTE TANK MIXER, AQUA-AEROBIC SYSTEMS INC.

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, approving the purchase of a Waste Tank Mixer for the Wastewater Department from Aqua-Aerobic Systems Inc.

Dahl moved and Goforth seconded that the Board approve Resolution No. 2024-010. Motion carried as follows: Yea: (4) Anderson, Dahl, Goforth, and Mather; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

Chairwoman LeAnn Mather declared Resolution No. 2024-010 duly passed and approved.

#### RESOLUTION NO. 2024-011-APPROVAL, TASK ORDER NO. 019CE, TOTH AND ASSOCIATES

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, authorizing and directing the Chairwoman of the Board of Public Works and City Clerk to enter into and execute Task Order No. 019CE with Toth and Associates for the Glencastle Well House Replacement.

Dahl moved and Anderson seconded that the Board approve Resolution No. 2024-011. Motion carried as follows: Yea: (4) Anderson, Dahl, Goforth, and Mather; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

Chairwoman LeAnn Mather declared Resolution No. 2024-011 duly passed and approved.

#### RESOLUTION NO. 2024-012- AGREEMENT, OIL SERVICES FOR THE ELECTRIC DEPARTMENT, DEDICATED OIL SERVICES INC.

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, authorizing and directing the Chairwoman of the Board of Public Works and City

Clerk to enter into and execute an Agreement with Dedicated Services Inc. to manage Oil Services for the Electric Department.

Mather moved and Dahl seconded that the Board approve Resolution No. 2024-012. Motion carried as follows: Yea: (4) Anderson, Dahl, Goforth, and Mather; Nay: (0) None; Abstain; (0) None; Absent: (0) None.

Chairwoman LeAnn Mather declared Resolution No. 2024-012 duly passed and approved.

**RESOLUTION NO. 2024-013- PURCHASE, ELECTRIC METERS, CORE AND MAIN**

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, approving the purchase of Electric Meters from Core and Main for the Electric Department.

Goforth moved and Dahl seconded that the Board approves Resolution No. 2024-013. Motion carried as follows: Yea: (4) Anderson, Dahl, Goforth, and Mather; Nay: (0) None; Abstain; (0) None; Absent: (0) None.

Chairwoman LeAnn Mather declared Resolution No. 2024-013 duly passed and approved.

**RESOLUTION NO. 2024-014- PURCHASE, SUBSTATION TRANSFORMER LOAD TAP CHANGER CONTROLS, HUBBELL POWER SYSTEMS INC.**

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, approving the purchase of Substation Transformer Load Tap Changer Controls from Hubbell Power Systems Inc. for the Electric Department.

Dahl moved and Anderson seconded that the Board approve Resolution No. 2024-014. Motion carried as follows: Yea: (4) Anderson, Dahl, Goforth, and Mather; Nay: (0) None; Abstain; (0) None; Absent: (0) None.

Chairwoman LeAnn Mather declared Resolution No. 2024-014 duly passed and approved.

**RESOLUTION NO. 2024-015- PURCHASE, SCADA RADIO COMMUNICATION DEVICES**

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, approving the purchase of a SCADA Radio Communication Devices for the Electric Department.

Goforth moved and Mather seconded that the Board approve Resolution No. 2024-015. Motion carried as follows: Yea: (4) Anderson, Dahl, Goforth, and Mather; Nay: (0) None; Abstain; (0) None; Absent: (0) None.

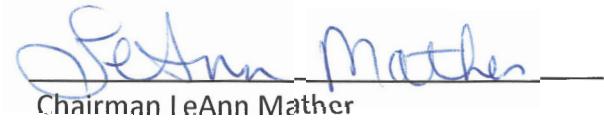
Chairwoman LeAnn Mather declared Resolution No. 2024-015 duly passed and approved.

**BOARD MEMBER COMMENTS**

None.

ADJOURNMENT

Chairman Mather declared the meeting adjourned at 12:37 pm. Motion passed unanimously.



LeAnn Mather

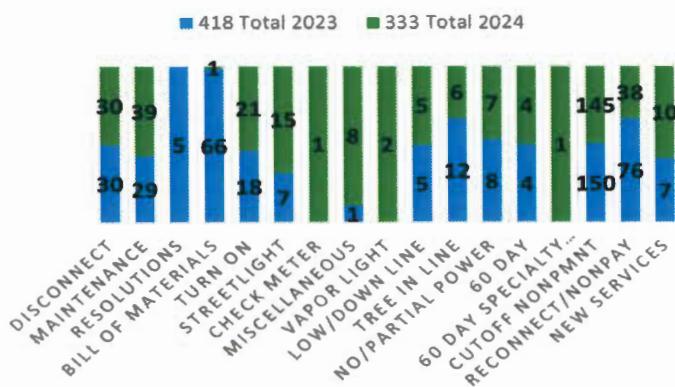
Chairman LeAnn Mather

Minutes Approved July 17, 2024

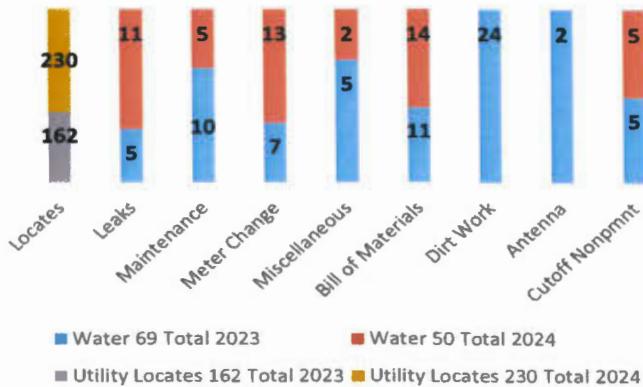
## Operational Update April 2024

### WORK ORDERS

#### ELECTRIC



#### Environmental

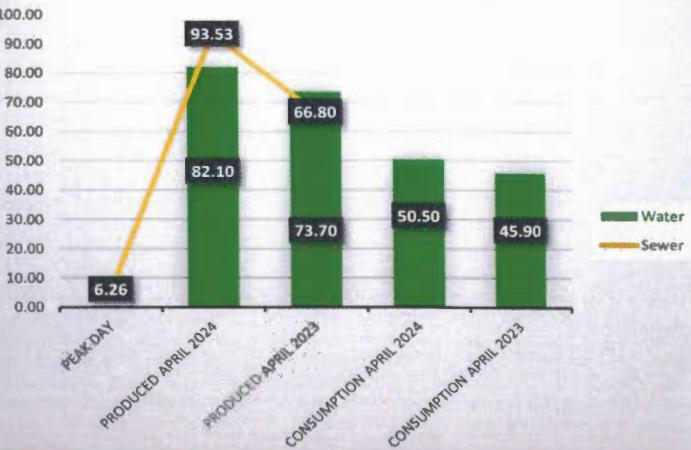


### PRODUCTION

#### Electric in Kilowatts



#### Environmental in Million Gallons



### WORK ACTIVITY

