

CITY OF LEBANON
BOARD OF PUBLIC WORKS MEETING MINUTES
APRIL 17, 2024

BE IT REMEMBERED that the Board of Public Works of the City of Lebanon, Missouri, met on April 17, 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 and Goforth. Absent: LeAnn Mather.

A quorum was declared.

Jeremy Goforth acted as Chairman in the absence of LeAnn Mather.

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, Finance Director Kat Gill, and Assistant City Administrator/City Clerk Laina Starnes.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Dahl moved and Anderson seconded that the Board approve the March 6, 2024, meeting minutes as presented. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

PUBLIC HEARINGS

Anderson moved and Dahl seconded that the Board move out of Regular Session and into Public Hearing. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

Utility Rates Schedule and Fees Schedule

Public Works Director/Board of Public Works General Manager Richard Shockley provided the FY2025 proposed rate and fee schedule for the Board's consideration. He stated the 2022 Cost of Service Study plus material costs were used for the proposed rate increased for electric and water; sewer rates would remain the same. During his presentation he shared that electric material costs had increased by 202%, water material costs had increased by 300%, while the City's wholesale cost had remained flat. Shockley also showed costs comparisons with other communities which reflected the City of Lebanon's utility rates were ranked lowest or near lowest.

There were no public comments.

Fiscal Year 2025 Budget

Finance Director Kat Gill presented the utility budget to the Board. During her presentation, she spoke about the City's Certificates of Participation (COPs), which is debt paid out, capital leases, and a repayment to the City's electric reserve for a past loan to Detroit Tool Metal Products. She also touched on fund balance requirements, revenue and expenses for each utility fund including capital, and rate schedules per fund, again mentioning there was no proposed sewer rate change for FY25.

There were no public comments.

Anderson moved and Dahl seconded that the Board move out of Public Hearing and back into Regular Session. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

DISCUSSIONS AND PRESENTATIONS

Operations Update

Electric Superintendent Travis Long reported about the effects of the recent storm. He stated the City was spared and attributed it to their active tree trimming program. However, Long reported his department was asked to provide mutual aid to Waynevile.

Environmental Services Superintendent Eric Mork also reported that his department assisted with a plugged main sewer line the previous week at Bennett Spring.

February 2024 Operations Detail Report

Electric Superintendent Travis Long and Environmental Superintendent Eric Mork spoke briefly regarding on their monthly operations.

(Note: February's Operations Detail Report that was presented is attached and made part of the permanent record.)

February 2024 Financials

Finance Director Kat Gill went through the financials with the Board and highlighted the health of the fund balances.

RESOLUTION NO. 2024-005- APPROVAL, CITY'S ELECTRIC AND WATER SERVICE RATES, FEE SCHEDULES, AND WATER AND SEWER IMPACT FEES FOR FISCAL YEAR 2025

A Resolution of the Board of Public Works of the City of Lebanon, Laclede County, Missouri adopting the City's Electric and Water Service Rates, Fee Schedules, and Water and Sewer Impact Fees for Fiscal Year 2025.

Dahl moved and Anderson seconded that the Board approve Resolution No. 2024-005. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

Acting Chairman Goforth declared Resolution No. 2024-005 duly passed and approved.

RESOLUTION NO. 2024-006- ADOPTION OF THE FISCAL YEAR 2025 BUDGET AND UTILITY SUMMARY OF THE 2026-2030 CAPITAL IMPROVEMENT PLAN

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, adopting the Fiscal Year 2025 Budget for the period beginning July 1, 2024 and ending June 30, 2025 and the Utility Summary of the 2026-2030 Capital Improvement Plan.

Anderson moved and Dahl seconded that the Board approve Resolution No. 2024-006. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

Acting Chairman Goforth declared Resolution No. 2024-006 duly passed and approved.

RESOLUTION NO. 2024-007- APPROVAL, TASK ORDER NO. 8, TOTH AND ASSOCIATES

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, authorizing and directing the Chairman of the Board of Public Works and City Clerk to enter into and execute Task Order No. 8 with Toth and Associates for the Installation and programming of Load Tap Changer Controls for Substation Transformers.

Anderson moved and Dahl seconded that the Board approve Resolution No. 2024-007. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

Acting Chairman Goforth declared Resolution No. 2024-007 duly passed and approved. .

RESOLUTION NO. 2024-008- APPROVAL, VARIOUS TASK ORDERS, L AND B SERVICES

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, authorizing and directing the Chairman of the Board of Public Works and City Clerk to enter into and execute various Task Orders with L and B Services for Water Boring Services.

Goforth moved and Anderson seconded that the Board approve Resolution No. 2024-008. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

Acting Chairman Goforth declared Resolution No. 2024-008 duly passed and approved.

RESOLUTION NO. 2024-009- APPROVAL, VARIOUS TASK ORDERS, L AND B SERVICES

A Resolution by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, authorizing and directing the Chairman of the Board of Public Works and City Clerk to enter into and execute an Agreement with True Construction Inc. for the Wastewater Treatment Plant Equipment Building Improvements.

Dahl moved and Goforth seconded that the Board approve Resolution No. 2024-009. Motion carried as follows: Yea: (3) Anderson, Dahl, and Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) Mather.

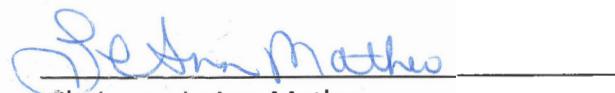
Acting Chairman Goforth declared Resolution No. 2024-009 duly passed and approved.

BOARD MEMBER COMMENTS

Don Anderson- thanked staff for all their hard work on the budget.

ADJOURNMENT

Chairwoman Mather declared the meeting adjourned at 1:30 pm. Motion passed unanimously.



LeAnn Mather
Chairman LeAnn Mather

Minutes Approved June 5, 2024



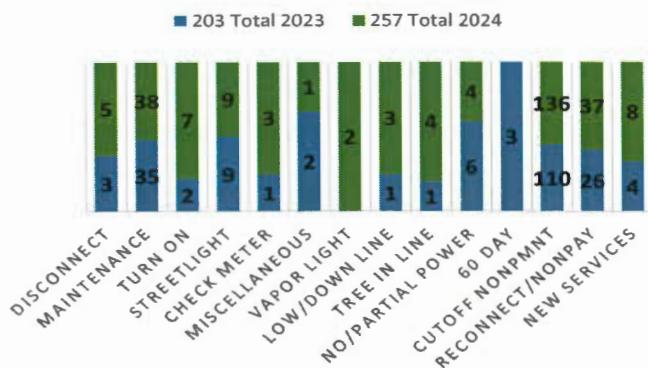
Lebanon City Utilities

Operational Update

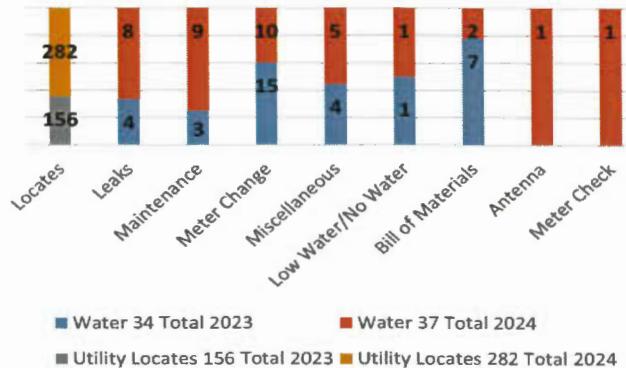
February 2024

WORK ORDERS

ELECTRIC

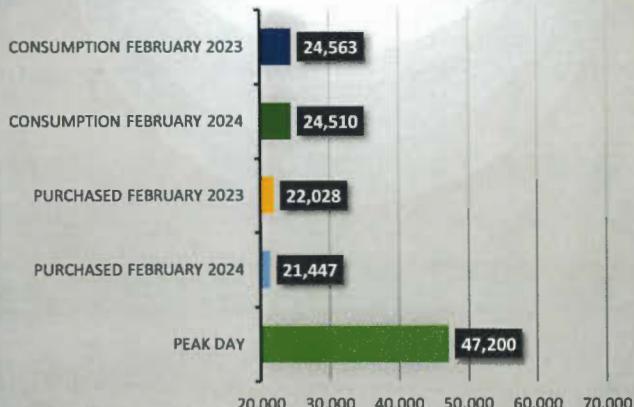


Environmental

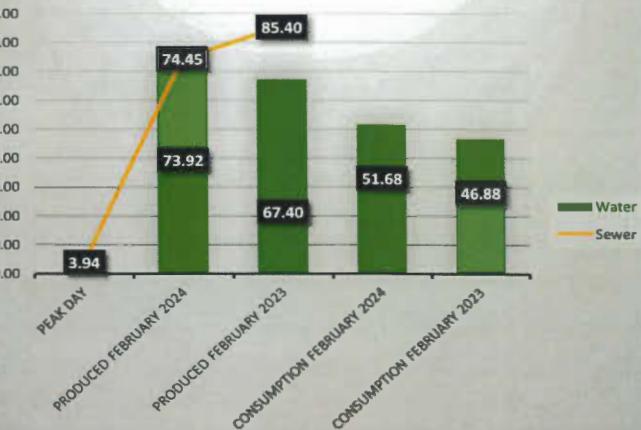


PRODUCTION

Electric in Kilowatts



Environmental in Million Gallons



WORK ACTIVITY

