

**BOARD OF WORKS – MINUTES**  
**MONDAY, FEBRUARY 22, 2016**

**MEMBERS:** Mayor Matt Gentry, Steve Large, Jane Taylor

Also present: Legal Counsel Nicole Finelli and Clerk-Treasurer Tonya Thayer

Mayor Matt Gentry calls the meeting to order at 7:00 p.m. and everyone is lead in the Pledge of Allegiance.

Absent: Steve Large

**APPROVAL OF FEBRUARY 8, 2016 MINUTES**

***Motion by Taylor to approve minutes, 2<sup>nd</sup> by Mayor Gentry. Motion carries by a unanimous vote.***

**REPORTS FROM DEPARTMENT HEADS**

**FIRE DEPARTMENT** – Chief Chuck Batts – Verbal report given & written report submitted.

**PARKS DEPARTMENT** – Superintendent John Messenger – Verbal report given & written report submitted.

**PLANNING DEPARTMENT** – Director Derek Warren – Verbal report given & written report submitted.

**POLICE DEPARTMENT** – Chief Tyson Warmoth –Verbal report given & written report submitted.

**STREET DEPARTMENT** – Superintendent Larry Lee – Verbal report given & written report submitted.

**LEBANON UTILITIES** – General Manager Mike Whitman – Verbal report given & written report submitted.

**COMMUNICATIONS DEPARTMENT** – Director Joe LePage – Verbal report given & written report submitted.

**CLAIMS**

***Motion by Taylor to approve claims along with claim 44021 that was not approved at the last meeting, 2<sup>nd</sup> by Mayor Gentry. Motion carries by a unanimous vote.***

**BUSINESS**

Chief Chuck Batts, Lebanon Fire Dept. discusses the Standard Operating Guidelines, Attorney Rob Schein approves the change to 1.3 subsection C.

*Motion by Taylor to approve the changes to the Fire Department Standard Operating Guidelines, 2<sup>nd</sup> by Mayor Gentry. Motion carries by a unanimous vote.*

**ADJOURNMENT**

*Motion by Taylor to adjourn, 2<sup>nd</sup> by Mayor Gentry. Motion carries by unanimous vote.*

The next regular Lebanon Board of Works meeting is scheduled for March 14, 2016 at 7:00 p.m.

Respectfully submitted – Tonya Thayer – Lebanon City Clerk-Treasurer