

STORM WATER MANAGEMENT BOARD
CITY OF LEBANON, IN
UTILITY CONFERENCE MEETING ROOM - MUNICIPAL BUILDING
Monday, January 11, 2016 – 4:00 P.M.

Present:	Dick Robertson, President	Steve Large – Storm Water Inspector
	Carol Cunningham, Vice President	Vanessa Fisher – Lebanon Utilities
	Tom Temple, Secretary	Larry Lee – City Of Lebanon
		Lana Fairfield – City Of Lebanon
	Bob Clutter, Attorney	Kerry Dailey – Christopher Burke
		Jim Parker - CMT
		Paul Elling - Donahue
		Tracy Williams - Donahue
		Caleb Edwards – MS Consultants
		Jayson Thorne, PE – MS Consultants

1. Call to order, roll call and confirmation of appropriate meeting notification.
 2. Vice President Cunningham made a motion to continue the same SWMB officers for 2016: Dick Robertson, President, Vice President, Carol Cunningham and Secretary, Tom Temple. The motion was seconded by Secretary Temple and the motion passed.
 3. Vice President Cunningham made a motion to approve the minutes from the SWMB (Storm Water Management Board) meeting held on 12-14-15. Secretary Temple seconded the motion and the motion passed.
 4. Paul Elling, Donahue and Associates, provided the SWMB with contract to complete a storm water utility rate study. In 2016 the storm water fee will reach the maximum of \$5.00 per month. The amount of the contract is \$36,500. Following discussion, Secretary Temple made a motion to approve the contract with Donahue and Associates and authorize President Robertson to sign for the SWMB. Vice President Cunningham seconded the motion and the motion passed. A signed copy of the contract is filed with the original minutes.
 5. Jim Parker, CMT, gave an update on the Lafayette Avenue project. There are still some parts of this project to be completed. He provided the SWMB with two Change Orders for this project. Change Order #10 is for a 19-day increase in the time to substantial completion. This moves the substantial completion date to June 10, 2016. There is no monetary increase. After discussion, Vice President Cunningham made a motion to approve Change Order #10 and authorize President Robertson to sign for the SWMB. Secretary Temple seconded the motion and the motion passed. Change Order #11 is in the amount of \$15,362.58. Following discussion, Vice President Cunningham made a motion to approve Change Order #11 and authorize President Robertson to sign for the SWMB. Secretary Temple seconded the motion. The motion passed. Signed copies of Change Order #10 and Change Order #11 are filed with the original minutes.
- Jim Parker, CMT, requested the SWMB to authorize a *Notice To Proceed* for the Garfield Street project. Secretary Temple made a motion to authorize the *Notice To Proceed*. The motion was seconded by Vice President Cunningham and passed.
- Jim Parker, CMT, provided the SWMB with Application For Payment #5 from Smith Projects for the Lafayette Avenue project. The Application For Payment #5 is in the amount of \$235,423.65. Vice President Cunningham made a motion to approve the Application For Payment #5 from Smith Projects and authorize President Robertson to sign for the SWMB. Secretary Temple seconded the motion. The motion passed. A copy of the signed Application For Payment #5 is filed with the original minutes.
6. Caleb Edwards and Jayson Thorne, PE, from MS Consultants gave a brief presentation and provided the members of the SWMB with a Statement Of Qualifications. They were thanked for their presentation and told they would be placed on the list for consideration when projects were being considered.

7. Following discussion about a proper copy machine for the Street Dept., Vice President Cunningham made a motion to authorize President Robertson to pursue obtaining adequate copying equipment for the Street Department so it can handle the requirements of the SWMB. Secretary Temple seconded the motion. The motion passed.
8. President Robertson reported that the SWMB should have about \$926,000 from revenue to work with in 2016. The SWMB will finalize the budget at the next meeting.
9. The SWMB reviewed claims in the amount of \$69,730.10. Secretary Temple made a motion to approve the claims for payment. Vice President Cunningham seconded the motion. The motion passed. The detailed outline showing the claims and supporting documents are filed with the original minutes.
10. An Executive Session will be held on **Friday, January 15, 2016 at 4:00 PM** in Attorney Clutter's Office for the purpose of discussing pending litigation. The meeting will be properly advertised.
11. A Working Session to discuss the budget and potential projects will be held on **Wednesday, January 27, 2016 at 4:30 PM** in the Utility Conference Meeting Room in the Municipal Building. The meeting will be properly advertised.
12. A public information meeting will be held to discuss the Grant Street project on **Wednesday, January 27, 2016 at 6:00 PM** in the Utility Conference Meeting Room in the Municipal Building. The meeting will be properly advertised.
13. The next regular meeting of the SWMB is scheduled for **Monday, February 1, 2016 at 4:30 PM** in the Utility Conference Meeting Room in the Municipal Building. The meeting will be properly advertised.
14. There being no further business, Secretary Temple made a motion to adjourn. Vice President Cunningham seconded the motion and the motion passed.

Tom Temple, Secretary
Storm Water Management Board