

CITY OF LEBANON  
BOARD OF PUBLIC WORKS REGULAR MEETING MINUTES  
MAY 6, 2026

BE IT REMEMBERED that the Board of Public Works of the City of Lebanon, Missouri, met in Regular Session on May 6, 2026 at 12:00 PM in the Council Chambers at City Hall located at 401 South Jefferson.

Call to Order, Roll Call, and Declaration of Quorum

Upon roll call, the following Officers were present: Don Anderson, Ted Dahl, LeAnn Mather.  
Absent: Jeremy Goforth.

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, Assistant Public Works Director Mike Moore, Assistant Public Works Director Tammy Youn, Public Works Analyst Kelly Roberts, City Administrator Troy Schulte, Budget Analyst Emily Lester, Deputy City Clerk Melissa Richardson, and City Clerk Lacey Brackett.

Public Comments

There were no public comments.

Approval of Minutes

April 1, 2026, Regular Meeting

Don Anderson moved and Ted Dahl seconded that the Board approve the minutes as presented. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Discussions and Presentations

Terms of Service Manual (Public Works Director Richard Shockley)

Board of Public Works General Manager/Public Works Director Richard Shockley presented an overview of the proposed Terms of Utility Service Manual, which consolidates multiple existing documents and adds written policy for current practices. Shockley walked the Board through a high-level overview, noting that the manual introduces a tiered utility deposit structure based on customer credit reports run through an outside agency, adjusts billing and reading dates to give customers at least two weeks to pay after receiving their bill, updates the hot weather rule to align with state statutes that went into effect in August 2025, and clarifies that bulk water sold at the Public Works facility is for non-potable use only. Customers buying bulk water will need proper backflow prevention on their containers or equipment, and their sales ticket will note the non-potable designation. The Board discussed that this update comes in response to a growing number of residents purchasing bulk water for properties without public water access. The manual will also include the City's current rates and fee schedules.

### Public Hearing

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

### Fiscal Year 2027 Budget

Board of Public Works General Manager/Public Works Director Richard Shockley introduced the Fiscal Year 2027 budget and discussed with the Board the softening of customer billing revenue due to reduced usage by larger commercial and industrial customers and mild weather conditions. Shockley shared that key highlighted changes included wage adjustments for Public Works employees in order to remain competitive in the job market. City Administrator Troy Schulte advised that staff had met with the union and was able to negotiate a new tenure-based pay differential for workers, which will also help retain experienced staff. Shockley shared that the budget also reflected a reduction in insurance costs on infrastructure, discussed the reserves, and emphasized the importance of strong reserves given the risk of weather-related damage and uncertainty around state and federal disaster declarations. Staff proposed to finance substation maintenance and improvements. Staff discussed proposed capital purchases such as vehicle replacements, transformers, streetlights, well house improvements, security fencing, replacement of water service lines on Zachary Street, a CCTV van and equipment, sewer main improvements, lift station improvements, and other items.

Accomplishments for the electric, water, and wastewater departments were discussed, including relay upgrades for Substations 1 and 2, ongoing Substation 3 improvements, continued overhead and underground primary expansion, replacement of overhead structural poles for lines crossing I-44 and at Mother's Garden, right-of-way clearing on approximately 17 miles, and substantial completion of LED streetlight upgrades. Environmental Superintendent Eric Mork reported wastewater accomplishments including exterior maintenance on clarifiers, replacement of all five variable frequency drive motor starters, lift station control panel replacements, and collection system expansion in the Aero Landing, Legacy, and Montrose areas. Water accomplishments included drone-assisted cleaning of two water towers, completion of annual tower inspections, initiation of a multi-year meter replacement program, installation of several thousand feet of water main in the Legacy, Montrose, and Aero Landing areas, and continued lead and copper service line inventory work.

### Utility Rates Schedule and Fees Schedule

Board of Public Works General Manager/Public Works Director Richard Shockley discussed the proposed utility rate adjustments for the average residential customer using 1,300 kilowatt hours per month of electricity and 5,000 gallons per month of water and wastewater. The proposed electric rate reflects a 4.5% overall increase with an average residential impact of approximately \$6.69 per month, wastewater reflects an approximately 3.5% increase with an average impact of approximately \$1.45 per month, and water reflects an average impact of approximately \$1.82 per month. The combined estimated monthly increase across all three utilities for a typical residential customer is approximately \$9.96. Shockley presented a rate comparison that showed Lebanon's proposed rates remain competitive with similarly sized neighboring municipalities.

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

#### Resolutions

Resolution No. 26-009- A Resolution by the Board of Public Works of the City of Lebanon, Missouri, adopting the Fiscal Year 2027 budget for the period beginning July 1, 2026, and ending June 30, 2027, and the Utility Summary of the 2027-2031 Capital Improvement Plan.

Don Anderson moved and Ted Dahl seconded that the Board approve Resolution No. 2026-009 as presented.

Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Chairwoman Mather declared Resolution No. 2026-009 duly passed and approved.

Resolution No. 26-010- A Resolution by the Board of Public Works of the City of Lebanon, Missouri, approving and adopting the Terms of Utility Service Manual.

Ted Dahl moved and LeAnn Mather seconded that the Board approve Resolution No. 2026-010 as presented.

Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Chairwoman Mather declared Resolution No. 2026-010 duly passed and approved.

Resolution No. 26-011- A Resolution by the Board of Public Works of Lebanon, Missouri, approving an agreement for services with Surveying and Mapping, LLC (Sam) for ARCGIS Online-Based Wastewater Operations and Maintenance Tracking Solution.

Don Anderson moved and LeAnn Mather seconded that the Board approve Resolution No. 2026-011 as presented.

Motion as follows: Yea: (3) Don Anderson, Ted Dahl, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Chairwoman Mather declared Resolution No. 2026-011 duly passed and approved.

#### Board Member Comments

Chairwoman Mather expressed her appreciation for all the work staff did on the budget, recognizing Emily Lester for her work on her first budget presentation. Chairwoman Mather extended thanks and best wishes to Environmental Superintendent Eric Mork, who will be

departing the City, for his dedicated service to Lebanon.

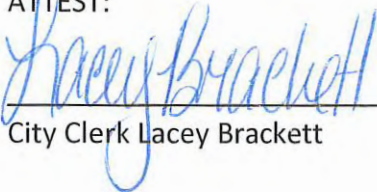
Board Member Anderson raised concern regarding the accessibility of the Public Works phone system, noting difficulty reaching staff directly when calling in. Anderson shared that residents had expressed their concerns. Shockley shared he would be reviewing it to improve accessibility.

City Clerk Lacey Brackett noted the next meeting was tentatively scheduled for May 20, 2026.

Adjournment

Chairwoman Mather declared the meeting adjourned at 1:08 p.m.

ATTEST:



City Clerk Lacey Brackett



Acting Chairman Jeremy Goforth



Minutes Approved