

**CITY OF LEBANON
BOARD OF PUBLIC WORKS MEETING
WEDNESDAY, JULY 15, 2026, 12:00 PM
CITY HALL, STANLEY H. ALLEN COUNCIL CHAMBERS, 401 SOUTH JEFFERSON
“TENTATIVE AGENDA”**

1. Call to Order, Roll Call, and Declaration of Quorum
2. Public Comments
3. Approval of Minutes
 - a. May 20, 2026, Regular Meeting
4. Discussions and Presentations
 - a. None.
5. Resolutions
 - a. Resolution No. 26-014- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of wooden utility poles from AECl Utility Sales for the Electric Department. (Electric Superintendent Travis Long)
 - b. Resolution No. 26-015- A Resolution by the Board of Public Works of Lebanon, Missouri, approving and adopting the Revised Terms of Utility Service Manual. (Public Works Director Richard Shockley)
 - c. Resolution No. 26-016- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of water materials for a water line extension project for Lebanon High School from Water & Sewer Supply, Inc. (Assistant Public Works Director Mike Moore)
6. Board Member Comments
7. Adjournment

CITY OF LEBANON
BOARD OF PUBLIC WORKS REGULAR MEETING MINUTES
MAY 20, 2026

BE IT REMEMBERED that the Board of Public Works of the City of Lebanon, Missouri, met in Regular Session on May 20, 2026 at 12:01 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, Jeremy Goforth.
Absent: LeAnn Mather.

A quorum was declared.

Staff members and others in attendance: Assistant Public Works Director Mike Moore, Assistant Public Works Director Tammy Young, Electric Superintendent Travis Long, Public Works Analyst Kelly Roberts, City Administrator Troy Schulte, Interim Finance Director Jessica Meiners, and Deputy City Clerk Melissa Richardson.

Public Comments

None.

Approval of Minutes

May 6, 2026, Regular Meeting

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

Discussions and Presentations

MPUA Grant Check Presentation and APPA Excellence in Reliability Award 2025

Missouri Public Utilities Association Director of Services and Development Brandon Renaud presented an MPUA \$476,471.00 grant check to Electric Superintendent Travis Long and presented the APPA "Excellence in Reliability" award, congratulating him and the department on their electric reliability work, noting that the City of Lebanon is among the top 10% in the country to achieve this award.

Resolutions

Resolution No. 26-012- A Resolution by the Board of Public Works of Lebanon, Missouri, approving Task Order No. 7 with Lebanon Arborcare for tree trimming and removal services for the Electric Department.

Jeremy Goforth moved and Ted Dahl seconded that the Board approve Resolution No. 2026-012 as presented. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, Jeremy Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) LeAnn Mather.

Acting Chairman Goforth declared Resolution No. 2026-012 duly passed and approved.
Resolution No. 26-013- A Resolution by the Board of Public Works of Lebanon, Missouri, approving a proposal for services with ONLINE Utility Exchange to provide Applicant Risk Assessment and ID Verification.

Jeremy Goforth moved and Don Anderson seconded that the Board approve Resolution No. 2026-013 as presented. Motion carried as follows: Yea: (3) Don Anderson, Ted Dahl, Jeremy Goforth; Nay: (0) None; Abstain: (0) None; Absent: (1) LeAnn Mather.

Acting Chairman Goforth declared Resolution No. 2026-013 duly passed and approved.

Board Member Comments

Goforth shared the next meeting would be on June 3, 2026

Adjournment

Acting Chairman Goforth declared the meeting adjourned at 12:19 p.m.

ATTEST:

Chairwoman LeAnn Mather

City Clerk Lacey Brackett

Minutes Approved



To: Board of Public Works

Proposed for the Meeting Date of: July 15, 2026

Staff Informational Sheet

Topic: Resolution No. 26-014- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of wooden utility poles from AECl Utility Sales for the Electric Department. (Electric Superintendent Travis Long)

CIP Number:

Spent Year To Date: \$0.00

Budget Amount: \$68,000

Funding Source: 80-200-57555

Subject Matter:

A resolution authorizing the purchase and restocking of wooden utility poles for the Electric Department to maintain adequate inventory levels necessary for construction, maintenance, emergency restoration, and replacement of aging or damaged electric distribution infrastructure throughout the City of Lebanon electric system.

Background (problem/explanation):

The Electric Department maintains an inventory of wooden utility poles to support ongoing system maintenance, infrastructure upgrades, service extensions, and emergency response activities. Current inventory levels have been reduced due to routine replacements, storm-related damage repairs, and capital improvement projects completed throughout the distribution system.

Approval of this resolution will authorize the purchase of wooden utility poles to replenish the Electric Department's inventory and maintain the materials necessary for system maintenance, construction, and emergency restoration efforts. Restoring inventory levels will help ensure the continued reliability, safety, and efficient operation of the City's electrical system.

Staff Recommendation:

Staff recommends the purchase of forty-five (45) wooden utility poles from AECl Utility Sales for the total amount of \$16,010.00. AECl Utility Sales submitted the lowest responsive and responsible bid meeting the City's specifications for the required pole sizes and classes needed to replenish Electric Department inventory.

Submitted By: Travis Long, Electric Superintendent

Department: Electric

Date: 07/07/2026

ATTACHMENTS:

1. RES 2026-014 Purchase, Wooden Utility Poles, AECI Utility Sales
2. Exhibit A - Bid Tabulation Electric Department Wooden Utility Pole Restock

RESOLUTION NO. 2026-014

A RESOLUTION BY THE BOARD OF PUBLIC WORKS OF LEBANON, MISSOURI, APPROVING THE PURCHASE OF WOODEN UTILITY POLES FROM AECI UTILITY SALES FOR THE ELECTRIC DEPARTMENT.

WHEREAS, that Sixty-Eight Thousand Dollars (\$68,000.00) is reflected in the FY2027 Budget for Utility Poles; *and*

WHEREAS, that due to ongoing system maintenance activities, infrastructure upgrades, service extensions, and emergency response activities, the Electric Department inventory of wooden poles have been reduced due to routine replacements, storm-related damage repairs and capital improvement projects completed throughout the distribution system, it is essential to replenish the stock; *and*

WHEREAS, that bids for Said Materials were solicited in accordance with the City Purchasing Policy Section 2-428 *Written bids*; *and*

WHEREAS, that Thirteen (13) bids were received, reviewed, and confirmed accordingly by City Staff, where AECI Utility Sales was deemed the lowest and best value bid in the amount of Sixteen Thousand Ten Dollars (\$16,010.00), and City Staff recommends purchasing the poles from AECI Utility Sales.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: That the Board of Public Works of the City of Lebanon, Missouri, hereby approves the purchase of Wooden Utility Poles from AECI Utility Sales in the amount of Sixteen Thousand Ten Dollars (\$16,010.00). Said Bid Tab is hereby attached and incorporated within as marked '*Exhibit A.*'

SECTION 2: That the Board of Public Works hereby authorizes and directs the Finance Director to take administrative action to expend funds from Electric Fund 80 for Wooden Utility Poles in the amount of Sixteen Thousand Ten Dollars (\$16,010.00), and properly capitalize as established under the Code of Ordinances of the City of Lebanon, Missouri, Chapter 2, Article VI, Section Sec. 2-477 et seq.

SECTION 3: That this Resolution shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, on this 15th day of July 2026.

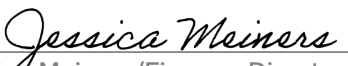
(Seal)

Chairwoman LeAnn Mather

Attest:

City Clerk Lacey Brackett

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to be the obligation hereby incurred.



Jessica Meiners/Finance Director

"Exhibit A"

Event Number EL-80-260630-F-1013
Event Title Electric Department Wooden Utility Poles Restock
Event Description
Event Type ITB
Issue Date 6/14/2026 11:43:28 PM (CT)
Close Date 6/30/2026 02:00:00 PM (CT)

Organization City of Lebanon Purchasing
Workgroup Purchasing
Event Owner Jessica Meiners
Email jmeiners@lebanonmo.org
Phone (417) 991-2321
Fax

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
AECI UTILIY SALES	LITTLE ROCK	AR	6/30/2026 11:23:23 AM (CT)	6	\$16,010.00
Cape Electrical Supply (Graybar	Poplar Bluff	MO	6/24/2026 04:37:36 PM (CT)	6	\$16,349.60
Huxford Pole and Timber	Huxford	AL	6/25/2026 11:43:45 AM (CT)	6	\$17,525.00
Stella-Jones Corporation	Tacoma	WA	6/18/2026 07:46:13 PM (CT)	6	\$18,251.45
Stuart C Irby (Irby Electrical Utili	NEOSHO	MO	6/25/2026 09:00:02 AM (CT)	6	\$19,590.00
Fletcher-Reinhardt Company	Bridgeton	MO	6/16/2026 10:42:30 AM (CT)	6	\$19,625.00
WESCO	Matton	IL	6/27/2026 06:14:01 AM (CT)	6	\$20,305.00
BELL ELECTRICAL SUPPLY CO., IN	WOODSIDE	NY	6/27/2026 07:34:27 AM (CT)	6	\$20,441.50
Graybar (Graybar Electric Comp	Kansas City	MO	6/22/2026 09:17:44 AM (CT)	6	\$20,545.55
Technology International Inc	lake mary	FL	6/30/2026 12:26:31 PM (CT)	6	\$20,800.01
M&K Imports LLC	Millbrook	NY	6/29/2026 05:54:39 PM (CT)	6	\$21,268.00
Kijero LLC	Morgan Hill	CA	6/30/2026 01:27:22 PM (CT)	6	\$22,154.00
William E. Groves Construction,	Madisonville	KY	6/30/2026 11:42:51 AM (CT)	6	\$24,231.25
Klute			6/15/2026 06:37 PM (CT)		No Bid

Line #	Description	QTY	UOM	AECI UTILIY SALES		Cape Electrical Supply		Huxford Pole and Timber		Stella-Jones Corporation	
				Total Price	\$16,010.00	Total Price	\$16,349.60	Total Price	\$17,525.00	Total Price	\$18,251.45
				Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	40' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$439.00	\$4,390.00	\$448.40	\$4,484.00	\$417.00	\$4,170.00	\$500.46	\$5,004.60
2	40' Class 1 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$585.00	\$2,925.00	\$596.77	\$2,983.85	\$555.00	\$2,775.00	\$665.91	\$3,329.55
3	35' Class 5 Southern Yellow Pine Full Length Pressure Penta Treated Poles	15	EA	\$265.00	\$3,975.00	\$270.97	\$4,064.55	\$252.00	\$3,780.00	\$302.32	\$4,534.80
4	35' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$353.00	\$3,530.00	\$360.22	\$3,602.20	\$333.00	\$3,330.00	\$402.41	\$4,024.10
5	30' Class 4 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$238.00	\$1,190.00	\$243.00	\$1,215.00	\$226.00	\$1,130.00	\$271.68	\$1,358.40
6	Shipping/Freight Charge			\$0.00	\$0.00	\$0.00	\$0.00	\$2,340.00	\$2,340.00	\$0.00	\$0.00
	Lead Time			LEAD TIME IS 2-4 WEEKS		FACTORY STOCK		14-28 Days		2-3 Weeks ARO	

Line #	Description	QTY	UOM	Stuart C Irby (Irby Electrical		Fletcher-Reinhardt Company		WESCO		BELL ELECTRICAL SUPPLY	
				Total Price	\$19,590.00	Total Price	\$19,625.00	Total Price	\$20,305.00	Total Price	\$20,441.50
				Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	40' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$537.00	\$5,370.00	\$538.15	\$5,381.50	\$557.00	\$5,570.00	\$560.50	\$5,605.00
2	40' Class 1 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$712.50	\$3,562.50	\$716.00	\$3,580.00	\$740.00	\$3,700.00	\$745.80	\$3,729.00
3	35' Class 5 Southern Yellow Pine Full Length Pressure Penta Treated Poles	15	EA	\$325.00	\$4,875.00	\$325.05	\$4,875.75	\$336.00	\$5,040.00	\$338.60	\$5,079.00
4	35' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$432.25	\$4,322.50	\$432.70	\$4,327.00	\$448.00	\$4,480.00	\$450.70	\$4,507.00
5	30' Class 4 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$292.00	\$1,460.00	\$292.15	\$1,460.75	\$303.00	\$1,515.00	\$304.30	\$1,521.50
6	Shipping/Freight Charge			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Lead Time			1 WEEK		2-3 weeks at receipt of order		2-4 WEEKS		2-3 WEEKS	

Line #	Description	QTY	UOM	ybar (Graybar Electric Comp		Technology International Inc		M&K Imports LLC		Kijero LLC	
				Total Price	\$20,545.55	Total Price	\$20,800.01	Total Price	\$21,268.00	Total Price	\$22,154.00
				Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	40' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$563.64	\$5,636.40	\$570.00	\$5,700.00	\$582.40	\$5,824.00	\$607.20	\$6,072.00
2	40' Class 1 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$749.73	\$3,748.65	\$750.00	\$3,750.00	\$774.80	\$3,874.00	\$807.40	\$4,037.00
3	35' Class 5 Southern Yellow Pine Full Length Pressure Penta Treated Poles	15	EA	\$340.11	\$5,101.65	\$350.00	\$5,250.00	\$353.60	\$5,304.00	\$367.40	\$5,511.00
4	35' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$452.41	\$4,524.10	\$450.00	\$4,500.00	\$468.00	\$4,680.00	\$488.40	\$4,884.00
5	30' Class 4 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$306.95	\$1,534.75	\$320.00	\$1,600.00	\$317.20	\$1,586.00	\$330.00	\$1,650.00
6	Shipping/Freight Charge			\$0.00	\$0.00	\$0.01	\$0.01	\$0.00	\$0.00	\$0.00	\$0.00
	Lead Time			1 week		60 DAYS		40 days after receipt of order		4 weeks ARO	

Line #	Description	QTY	UOM	William E. Groves	
				Total Price	\$24,231.25
Line #	Description	QTY	UOM	Unit	Extended
1	40' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$665.00	\$6,650.00
2	40' Class 1 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$883.75	\$4,418.75
3	35' Class 5 Southern Yellow Pine Full Length Pressure Penta Treated Poles	15	EA	\$402.50	\$6,037.50
4	35' Class 3 Southern Yellow Pine Full Length Pressure Penta Treated Poles	10	EA	\$532.50	\$5,325.00
5	30' Class 4 Southern Yellow Pine Full Length Pressure Penta Treated Poles	5	EA	\$360.00	\$1,800.00
6	Shipping/Freight Charge			\$0.00	\$0.00
	Lead Time			7-10 days	

Line	Responding Supplier	Supplier Notes
1	Graybar (Graybar Electric Company)	1 week, FA
1	Kijero LLC	SYPDCOIRUS SpecsM-20 FramingWQC Inspection
1	Stella-Jones Corporation	Poles to be treated with DCOI. DCOI (4,5-Dichloro-2-N-octyl-4-isothiazolin-3-one) is the leading oil-based alternative to pentachlorophenol (Penta) for utility wood poles, offering similar decay resistance with potentially longer service life and fewer environmental/health concerns.
1	Stuart C Irby (Irby Electrical Utilities)	QUOTED DCOI
1	William E. Groves Construction, LLC dba Groves Electrical Services	\$665.00/each for an extended total of \$6,650.00
2	Graybar (Graybar Electric Company)	1 week, FA
2	Kijero LLC	SYPDCOIRUS SpecsM-20 FramingWQC Inspection
2	Stella-Jones Corporation	Poles to be treated with DCOI. DCOI (4,5-Dichloro-2-N-octyl-4-isothiazolin-3-one) is the leading oil-based alternative to pentachlorophenol (Penta) for utility wood poles, offering similar decay resistance with potentially longer service life and fewer environmental/health concerns.
2	Stuart C Irby (Irby Electrical Utilities)	QUOTED DCOI
2	William E. Groves Construction, LLC dba Groves Electrical Services	\$883.75/each for an extended total of \$4,418.75
3	Graybar (Graybar Electric Company)	1 week, FA
3	Kijero LLC	SYPDCOIRUS SpecsM-20 FramingWQC Inspection
3	Stella-Jones Corporation	Poles to be treated with DCOI. DCOI (4,5-Dichloro-2-N-octyl-4-isothiazolin-3-one) is the leading oil-based alternative to pentachlorophenol (Penta) for utility wood poles, offering similar decay resistance with potentially longer service life and fewer environmental/health concerns.
3	Stuart C Irby (Irby Electrical Utilities)	QUOTED DCOI
3	William E. Groves Construction, LLC dba Groves Electrical Services	\$402.50/each for an extended total of \$6,037.50
4	Graybar (Graybar Electric Company)	1 week, FA
4	Kijero LLC	SYPDCOIRUS SpecsM-20 FramingWQC Inspection
4	Stella-Jones Corporation	Poles to be treated with DCOI. DCOI (4,5-Dichloro-2-N-octyl-4-isothiazolin-3-one) is the leading oil-based alternative to pentachlorophenol (Penta) for utility wood poles, offering similar decay resistance with potentially longer service life and fewer environmental/health concerns.
4	Stuart C Irby (Irby Electrical Utilities)	QUOTED DCOI
4	William E. Groves Construction, LLC dba Groves Electrical Services	\$532.50/each for an extended total of \$5,325.00
5	Graybar (Graybar Electric Company)	1 week, FA
5	Kijero LLC	SYPDCOIRUS SpecsM-20 FramingWQC Inspection
5	Stella-Jones Corporation	Poles to be treated with DCOI. DCOI (4,5-Dichloro-2-N-octyl-4-isothiazolin-3-one) is the leading oil-based alternative to pentachlorophenol (Penta) for utility wood poles, offering similar decay resistance with potentially longer service life and fewer environmental/health concerns.
5	Stuart C Irby (Irby Electrical Utilities)	QUOTED DCOI
5	William E. Groves Construction, LLC dba Groves Electrical Services	\$360.00/each for an extended total of \$1,800.00
6	Stella-Jones Corporation	Freight is included in the pole price.
	WESCO	Due to global shortages on raw materials, we are experiencing delays in production and shipping from our manufacturer partners. All items quoted are subject to prior sale. Material lead times may change without notice. Thank you for your patience and understanding while we navigate through this difficult time. This quote does not account for any potential adverse impacts COVID-19 may have on performance or obligations herein. In the event of any delays or adverse impacts, we reserves the right for an equitable adjustment of the delivery schedule and prices herein to offset the effects of COVID-19 delays, without fault or penalty of any kind. By accepting this quote or issuing a purchase order for the quoted products and/or services, you agree to and accept these terms. Subject to Escalation/De-Escalation at the time of shipment. Subject to prior sale. If Wesco is assessed any tariffs, these costs will be passed on at the time of shipment.
	Graybar (Graybar Electric Company)	Pricing subject to escalation/de-escalation at time of shipment. Any changes to quantities quoted could result in a re-quote. Estimated ship dates could be subject to change. Graybar takes exception to any Liquidated Damages Clauses.
	William E. Groves Construction, LLC dba Groves Electrical Services	Please find the attached proposal submitted by Groves Electrical Services. Wes Hamilton (whamilton@wegroves.com) is available should you have any questions regarding our proposal.



To: Board of Public Works

Proposed for the Meeting Date of: July 15, 2026

Staff Informational Sheet

Topic: Resolution No. 26-015- A Resolution by the Board of Public Works of Lebanon, Missouri, approving and adopting the Revised Terms of Utility Service Manual. (Public Works Director Richard Shockley)

CIP Number:

Spent Year To Date:

Budget Amount:

Funding Source:

Subject Matter:

Terms of Service Manual

Background (problem/explanation):

Revisions to Utility Collections business hours and more details for the three-tier credit system.

Staff Recommendation:

Approval of revised Terms of Service Manual.

Submitted By: Richard Shockley, Public Works Director

Department: Public Works

Date: 07/08/2026

ATTACHMENTS:

1. Resolution No. 2026-015- Approval and Adoption of Revised Utility Services Manual
2. Exhibit A- City of Lebanon- Terms of Service Manual 07-2026

RESOLUTION NO. 2026-015

A RESOLUTION BY THE BOARD OF PUBLIC WORKS OF LEBANON, MISSOURI, APPROVING AND ADOPTING THE REVISED TERMS OF UTILITY SERVICE MANUAL.

WHEREAS, the Board of Public Works approved the Terms of Utility Service Manual on May 6, 2026, via Resolution No. 2026-010, which included policies and procedures of utility services in one document; *and*

WHEREAS, since the adoption, the manual has been revised to update the Utility Collections business hours and provides more details for the three-tier credit system; *and*

WHEREAS, City staff recommends approval and adoption of the Revised City of Lebanon Terms of Utility Service Manual.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: That the Board of Public Works of the City of Lebanon, Laclede County, Missouri, hereby adopts the Revised City of Lebanon Terms of Utility Service Manual. The revised manual is hereby attached and incorporated herewith and marked "*Exhibit A.*"

SECTION 2: That this Resolution shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, on this 15th day of July 2026.

(Seal)

Chairwoman LeAnn Mather

Attest:

City Clerk Lacey Brackett

City of Lebanon

Terms of Utility Service

General Rules and Regulations

401 South Jefferson, Lebanon, Missouri

Phone: (417) 532-2156

Monday–Friday, 8:00 a.m. to 4:30 p.m., excluding holidays

www.lebanonmo.org

Introduction

The City of Lebanon, hereinafter referred to as "COL," is committed to providing reliable utility services to our customers. As Lebanon continues to grow, COL Utilities plays a vital role in supporting that expansion by ensuring essential utilities are available for both residential and non-residential developments.

The purpose of these General Rules and Regulations is to help our customers understand the process of obtaining service from COL in a clear and straightforward manner. COL's General Specifications and Construction can be accessed on our website at www.lebanonmo.org or by requesting a copy from the COL Code Administration Office.

For assistance, visit the COL Business Office at 401 South Jefferson, Lebanon, Missouri, or call us at (417) 532-2156. Our office is open Monday through Friday, 8:00 a.m. to 4:30 p.m., excluding holidays.

Section 1 – Establishing and Terminating Service

1.1 Applications for Service

Any individual or business seeking to establish utility service with COL must first submit a completed written application using the form provided by COL. To start utility service with COL, you must submit a completed application using COL's official form. You can apply:

- **By email:** utilities@lebanonmo.org
- **By mail**
- **In person** at the COL Business Office

All applicants are subject to COL's rules, regulations, and applicable City Ordinances.

1.2 Application Requirements

Applicants must provide the following information to establish service with COL:

- Physical address where service will be provided.
- Full legal name, mailing address, phone number, mobile number, and email address.
- Current employer information.
- Emergency contact details (a relative or friend not residing at the service location).
- History of prior COL service, if applicable.
- A photocopy of a valid driver's license or other government-issued photo ID.
- Any additional information COL deems necessary to evaluate and approve the application.

1.3 Conditions of Service Approval

COL may refuse or discontinue service if:

- The applicant or any household member has unpaid balances from previous COL services.
- False or misleading information has been provided on the application.
- The application is incomplete or does not comply with COL rules and regulations.

1.4 Business Entity Applications

If an applicant is a business entity (corporation, partnership, LLC, or sole proprietorship), COL may require a personal guarantee from an individual associated with the business.

1.5 Service Transfers and Termination

- If a customer is relocating within COL's service area, all outstanding balances must be paid before establishing service at a new location.
- Customers are responsible for all charges incurred at a service location until COL receives notice of termination.
- Customers must notify COL in advance of relocation and provide a forwarding address for final billing and any applicable refunds.

Upon the death of an individual who has service with COL, termination of service may be requested by any of the following:

- A next-of-kin presenting a death certificate.
- The landlord or property owner of the service address.
- The executor or legal representative of the deceased's estate, with proper documentation.

1.6 Compliance and Enforcement

- Customers agree to abide by COL's rules and City Ordinances upon accepting service.
- Non-payment may result in service termination, applicable fees, and/or legal action.
- Any change in the identity of the customer receiving service at a given location requires submission of a new application prior to the transfer of service.
- Violation of any COL rules and regulations may lead to service termination.

Section 2 – Deposit Requirements

2.1 General Deposit Policy

Upon COL's receipt of a fully executed Service Connect Order and current photo identification, COL may require any individual, corporation, partnership, limited liability company, or other business entity requesting utility service to pay a deposit before service is provided. This deposit is pledged to COL as security for payment of bills incurred by the depositor for services provided by COL.

2.2 Residential Electric Deposits

Credit Risk Assessment

COL utilizes an independent third-party credit risk and identity verification service to determine the applicable deposit tier for each applicant. Upon submission of a completed application, the COL Business Office will receive a risk assessment rating corresponding to one of three tiers:

Credit Risk Assessment Tiers

Tier	Risk Level
Tier 1 (Green)	Low Risk
Tier 2 (Yellow)	Moderate Risk
Tier 3 (Red)	High Risk

The assigned tier is determined solely based on the applicant's credit information and is not subject to modification by COL.

Deposit Amounts

A cash deposit must be paid directly to COL. Deposit amounts are as follows based on the assigned tier:

Tier	Deposit Amount
Tier 1 (Green)	\$80.00
Tier 2 (Yellow)	\$165.00
Tier 3 (Red)	\$330.00

Opting Out of Credit Risk Assessment

Applicants who decline to undergo the credit risk assessment will not receive a tier assignment and will be required to pay a standard deposit of \$330.00 prior to service being established.

Dispute of Risk Assessment

Applicants who disagree with their assigned risk tier have the right to dispute the assessment directly with the third-party company providing the risk assessment. COL is not a party to the dispute process and cannot alter or override the tier assignment. Contact information for the third-party company will be provided to the applicant upon request. Until a dispute is resolved, the deposit amount corresponding to the assigned tier must be paid before service is established.

2.3 Residential Water Deposits

A standard deposit of \$20.00 is required for all residential water service applicants. Water deposits are not subject to a tiered credit risk assessment and are applied uniformly to all applicants regardless of risk tier assignment.

2.4 Commercial and Industrial Service Deposits

Commercial and industrial deposit amounts are calculated based on a two-month average of prior consumption at the service address, using the previous 12 months of consumption data.

New Construction or No Prior Consumption

For new businesses or construction projects where no prior consumption data exists, the deposit will be estimated based on similar businesses. If temporary services are required for construction sites, contact our office to arrange for special setup procedures.

2.5 Deposit Re-Evaluation

COL may re-evaluate customer deposit amounts at any time. COL reserves the right to:

- Require a deposit where none was previously provided.
- Require an additional amount beyond the initial deposit.
- Require a new or additional deposit after a refund of a prior deposit.

This policy is exercised as necessary to secure payment for services rendered, including but not limited to the following circumstances:

- The actual monthly bill exceeds initial estimates.
- A customer without an existing deposit becomes delinquent.
- A customer relocates service within COL's service area.
- A customer seeks relief under the Bankruptcy Code, subject to applicable legal provisions.

Section 3 – Reading of Meters, Billing, and Payments

3.A Meter Reading Schedule

Meters will be read on a cycle basis using three cycles per month. Each customer will be assigned to one of the three cycles. Meters will be read and bills mailed to customers on or before the dates listed below:

Cycle	Meter Read Date	Bill Mail Date
Cycle 1	22nd of the month	29th of the month
Cycle 2	2nd of the month	9th of the month
Cycle 3	12th of the month	19th of the month

3.B Payment Due Dates

Bills for service will be due upon presentation of the bill and shall be paid no later than the dates listed below:

Cycle	Payment Due Date
Cycle 1	20th of the month
Cycle 2	30th of the month
Cycle 3	10th of the month

3.C Statement Delivery

COL will make every reasonable effort to deliver monthly statements to customers via mail, email, messenger, or other available means. Failure to receive a statement does not exempt customers from the obligation to pay their bill by the applicable due date. Unless otherwise specified, all bills are due and payable at the COL Business Office.

3.D Penalty for Late Payment

If a bill for service is not paid on or before the due date, a ten percent (10%) penalty shall be assessed on the account balance at the close of business on the first business day following the due date and added to the account balance. Subsequently, a late notice shall be mailed advising of the scheduled disconnection date.

If the bill remains unpaid on or before the 21st day following the due date, service shall be disconnected and an administrative fee shall be assessed.

3.E Late Notice Delivery

Late notices will be delivered by mail. Customers wishing to receive late notices electronically must opt in or subscribe to electronic late notices.

3.F Lien for Unpaid Bills

COL may place a lien on property with unpaid balances, which may be enforced through the Laclede County Circuit Court. Liened property may be sold under proper judgment to enforce the payment of all outstanding claims. The owners of lien property consent to the lien by contracting with COL for utility service, under the terms and conditions set forth herein.

3.G Service Charge for Returned Payments

A service charge of \$25.00 will be added to the account of any customer whose payment is returned for insufficient funds or any other reason. The customer shall be responsible for paying the service charge in addition to the unpaid balance and any other applicable service charges.

In the event a customer submits three (3) returned payments within any 12-month period, the Billing Coordinator will place that customer on a cash or credit card only payment basis for a period of no less than one (1) year.

3.H Bill Dispute Resolution

If a bill for service is disputed by the customer, or there is a complaint about service, the customer may contact the Billing Coordinator during regular business hours. Customer contact and discussion of the problem must occur no later than 15 days after the applicable due date.

If the Billing Coordinator determines that the bill is correct, or the complaint is denied and the customer does not appeal to the City Administrator, and the bill for service remains unpaid as of the 15th day after the due date, the consumer shall be required to make payment in full for the delinquent bill, plus the penalty set forth in this section.

If full payment of all amounts due to COL has not been received by the 21st day following the due date, services shall be disconnected for nonpayment on the first available date that complies with the Public Service Commission's hot and cold weather rules. A flat fee of \$30.00 shall be assessed at the time the disconnect order is issued to cover the cost of managing the account; this sum shall be added to the bill and collected before service is restored. If services are disconnected for nonpayment, COL shall have the right to require the consumer to pay the delinquent bill, plus the penalty set forth in Section 3.D.

The date of disconnection of utility service for nonpayment by an Industrial Customer shall be by direction of the City Administrator, but in no case shall the disconnection be later than 60 days from the date of the delinquency. In the event of disconnection, the Industrial Customer shall be required to pay the full amount of the bill for service plus the actual cost of reconnection.

3.I Billing Adjustments

Meter Failure

If a meter fails to correctly register electric and/or water usage, COL will estimate the bill based on historical usage. If an incorrect registration occurs due to meter connection issues, improper meter constraints, or similar errors, COL may adjust the bill for up to 12 months to correct the error.

Water Service Failures

If a water service line fails within a two-month period, the customer may request an adjustment to the water and sewer bill based on the following formula:

- After providing proof of repair, the customer's normal usage for the same month one year prior to the month in question shall be determined and that amount deducted from the current bill. The customer would then be responsible for one-half of the charges in excess of that amount.
- In the event the customer has not used city water for a full one-year period, the city will select a month closely comparable to normal use for the present month and apply the formula outlined above.
- Only one credit will be available to any customer within any 12-month period.

3.J Payment Locations

Method	Details
In-Person	COL Business Office, 401 S. Jefferson Ave., Lebanon, MO
Drop Box	COL Business Office, 401 S. Jefferson Ave., Lebanon, MO
Online	Lebanonmo.org — enter your COL Account Number
Phone (IVR)	Call and enter your COL Account Number

3.K Late Payments and Disconnections

- Accounts not paid within 21 days of the billing date are subject to service disconnection.
- If service is disconnected, reconnection will only occur once all outstanding balances plus administrative fees are paid.

3.L Payment Extensions

Customers may request a payment extension before the disconnection date. Extensions will be due on the next due date.

3.M Assistance Programs for Residential Customers

Gift Certificates

Anyone may visit the COL Business Office to make a payment on a COL customer's account. Payments can be made for any amount and will be immediately applied to the specified customer's account.

Missouri Ozarks Community Action, Inc. Assistance Program

The Missouri Ozarks Community Action, Inc. Assistance Fund is a charitable program approved by COL. It is administered by the Missouri Department of Social Services Family Support Division (DSS) and provides financial assistance to COL utility customers in need.

Section 4 – Discontinuance of Service

COL reserves the right to discontinue services, disconnect lines, and/or remove its property for any of the following reasons:

- Repairs.
- Nonpayment of utility bills when due.
- Theft of electricity or water.
- Service issues that are detrimental to the general utility service or to others in the immediate area.
- Violation of rules, regulations, ordinances, or laws set by COL, the State of Missouri, or the United States of America.
- Restricted access to electric or water metering equipment that prevents COL staff from performing necessary duties.

4.1 Hot Weather Rule

Between June 1 and September 30, COL will not disconnect electric service for nonpayment when:

- The National Weather Service (NWS) local forecast between 6:00 a.m. and 9:00 a.m. predicts the following for the next 72 hours: a temperature above 95 degrees Fahrenheit or a heat index above 105 degrees Fahrenheit.
- Utility personnel are not available to reconnect services the following day and the NWS predicts the temperature will exceed 95 degrees Fahrenheit or a heat index above 105 degrees Fahrenheit.
- In any other applicable hot weather situation, as determined by COL.
-

4.2 Cold Weather Rule

Between November 1 and March 30, COL will not disconnect electric service for nonpayment when:

- The National Weather Service (NWS) local forecast between 6:00 a.m. and 9:00 a.m. predicts temperatures will drop below 32 degrees Fahrenheit within 72 hours.

- Utility personnel are not available to reconnect service the following day and the NWS predicts the temperature will drop below 32 degrees Fahrenheit.
- In any other applicable cold weather situation, as determined by COL.

Section 5 – Electric Service

5.1 Service Installation

Overhead Service

The customer shall provide the attachment member with the necessary strength to support the overhead service. The consumer shall furnish and install an approved meter base and shall furnish and install all other materials required for the service.

Underground Service

The consumer shall furnish and install an approved meter base on the structure and shall furnish and install Schedule 40 PVC of code size for the required service conductors, and the required service conductors from the meter base to the secondary pedestal or transformer. Three-phase service utilizing pad-mount transformers will be furnished for 208Y/120 volt or 480Y/277 volt services only. Three-phase four-wire delta secondary services will not be available from pad-mount transformers. COL will furnish three-phase, four-wire delta secondary service from transclosure-type assemblies.

5.2 Net Meter Service

Net Meter service is available to any city electric utility customer that owns and operates qualified electric generation units meeting the conditions established in this section, which is powered by the following renewable energy sources: solar, wind, biomass, or hydrogen fuel cell, with a capacity of not more than 100 kilowatts, located on the consumer's property, interconnected and operating in parallel with COL transmission and distribution facilities. This service is intended primarily to offset part or all of the consumer's own electrical power requirements.

This service is available within the incorporated limits of the city at any point on existing facilities that have adequate capacity and suitable voltage for delivery of service as determined by COL. A request for service is required prior to connection to any facilities. The request must be approved and connection to COL facilities must be coordinated with COL.

The request for service and agreements established for service will govern the terms and conditions of service. Consumers using this service shall be classified as "consumer-generators." All agreements hereunder are between the consumer-generator and COL and shall not include a third party.

Net Meter Monthly Billing

- The electric service charge shall be calculated in accordance with the monthly rate under the consumer's effective standard rate schedule.
- If metered electricity delivered by COL exceeds the electricity generated by the consumer-generator, the consumer-generator shall be charged for the actual kilowatt-hour (kWh) units delivered by COL facilities.

- If the electricity supplied by the consumer-generator exceeds the electricity delivered by COL, the consumer-generator shall be credited for each kWh unit of energy delivered to the COL system during the billing period.
- The credit per kWh shall be based on avoided cost as defined by this chapter.
- Avoided cost shall be the average cost per kilowatt-hour (kWh) of energy received by the COL electric utility during the previous calendar year, multiplied by the number of kWh registered at the consumer-generator's meter.

Transfer of Ownership

Upon transfer of ownership of the qualified unit and the property on which the unit is located, a new request for service shall be submitted for consideration.

Conditions of Net Meter Service

- The consumer-generator must have a signed standard interconnection agreement with COL.
- The consumer-generator is responsible for all costs associated with the generating facility, in addition to all costs related to any modifications to the facilities that may be required by COL for purposes of safety and reliability.
- All consumer-generator facilities shall meet applicable safety and performance standards established by the National Electric Safety Code, the Institute of Electrical and Electronics Engineers, and Underwriters' Laboratory.
- The consumer-generator is responsible for all requirements established for this service.

5.3 Rate Schedule – Residential Electric

Availability: This service is available at secondary voltage for general residential use to any individually metered private or apartment dwelling unit located within the urban area of COL or served from a common low-tension network serving that area.

Character of Service: Alternating current, 60 Hertz, single-phase, at a voltage of approximately 120/240 Volts.

Charge	Rate
Service Availability Charge	\$28.00 per month
Energy Charge	\$0.107 per kWh
Late Payment	Net rate + 10%

Conditions of Service

- Voltage, phase, and frequency of energy supplied under this section shall be specified by the rules and regulations of the utility.
- The electric utility shall furnish and maintain at its expense the facilities (including poles, meters, protective equipment, and transformers) for a single delivery point. The electric utility shall place its meters at the delivery point, unless otherwise determined by the electric utility. All facilities beyond the delivery point are the responsibility of the consumer.

- Service under this section shall be furnished for the sole use of the consumer and shall not be resold or sub-metered.
- Service shall be supplied through a single meter unless otherwise provided by the rules and regulations of the utility. At the request of the consumer, separate meters may be retained, in which case each meter shall be considered a separate consumer. Polyphase service, metered separately, shall be considered a separate consumer.

5.4 Rate Schedule – Commercial 1

Availability: This schedule is available for services within the urban area of COL, or from a common low-tension network serving that area, delivered through a single point to commercial establishments, rooming houses, multiple-family dwellings, or for combined usage of up to 10,000 kilowatt-hours per month, or for demand less than 25 kilowatts. When the consumer's monthly average usage exceeds 25 kilowatts or 10,000 kilowatt-hours during the preceding 12 months, the consumer shall be placed on the applicable power rate schedule.

Character of Service: Alternating current, 60 Hertz, single- or multi-phase, at a standard secondary voltage (e.g., 120/240, 120/208, 277/480 Volts) or at another secondary voltage as mutually agreed upon in writing.

Charge	Rate
Service Availability Charge	\$35.50 per month
Energy Charge	\$0.107 per kWh
Late Payment	Net rate + 10%

Determination of Demand: The consumer's demand will be determined by the maximum 15-minute measured demand, as indicated or recorded by suitable recording instruments provided by the electric utility.

5.5 Rate Schedule – Commercial 2

Availability: This schedule is available for service within the urban area of COL, delivered through a single point to consumers with a monthly demand of 25 kilowatts or greater. When a consumer's monthly average demand exceeds 150 kilowatts during the preceding 12 months, the consumer shall be placed on the applicable power rate schedule.

Character of Service: Alternating current, 60 Hertz, single- or multi-phase, at a standard secondary voltage (120/240, 120/208, 277/480 Volts), or at another secondary voltage as mutually agreed upon in writing.

Charge	Rate
Service Availability Charge	\$70.00 per month
Demand Charge	\$9.85 per kW
Energy Charge	\$0.0823 per kWh
Late Payment	Net rate + 10%

Determination of Demand: The consumer's demand will be determined by the maximum 15-minute measured demand, as indicated or recorded by suitable recording instruments provided by the electric utility.

5.6 Rate Schedule – Commercial-Industrial

Availability: This schedule is available for service within the urban area of COL, delivered through a single point to consumers with a monthly demand of 150 kilowatts or greater. When a consumer's monthly average demand exceeds 500 kilowatts during the preceding 12 months, the consumer shall be placed on the applicable power rate schedule.

Character of Service: Alternating current, 60 Hertz, single- or multi-phase, at a standard secondary voltage (120/240, 120/208, 277/480 Volts), or at another secondary voltage as mutually agreed upon in writing.

Charge	Rate
Service Availability Charge	\$70.00 per month
Demand Charge	\$9.85 per kW
Energy Charge	\$0.0825 per kWh
Late Payment	Net rate + 10%

Determination of Demand: The consumer's demand will be determined by the maximum 15-minute measured demand, as indicated or recorded by suitable recording instruments provided by the electric utility.

5.7 Rate Schedule – Industrial 1

Availability: This schedule is available for service within the urban area of COL, delivered through a single point to consumers with a monthly demand of 500 kilowatts or greater. When a consumer's monthly average demand exceeds 1,500 kilowatts during the preceding 12 months, the consumer shall be placed on the applicable power rate schedule.

Character of Service: Alternating current, 60 Hertz, single- or multi-phase, at a standard secondary voltage (120/240, 120/208, 277/480 Volts), or at another secondary voltage as mutually agreed upon in writing.

Charge	Rate
Service Availability Charge	\$365.00 per month
Demand Charge	\$11.70 per kW
Energy Charge	\$0.0784 per kWh
Late Payment	Net rate + 10%

Determination of Demand: The consumer's demand will be determined by the maximum 15-minute measured demand, as indicated or recorded by suitable recording instruments provided by the electric utility.

5.8 Rate Schedule – Industrial 2

Availability: This schedule is available for service within the urban area of COL, delivered through a single point to consumers with a monthly demand of 500 kilowatts or greater. When a consumer's monthly average demand exceeds 1,500 kilowatts during the preceding 12 months, the consumer shall be placed on the applicable power rate schedule.

Character of Service: Alternating current, 60 Hertz, single- or multi-phase, at a standard secondary voltage (120/240, 120/208, 277/480 Volts), or at another secondary voltage as mutually agreed upon in writing.

Charge	Rate
Service Availability Charge	\$715.00 per month
Demand Charge	\$12.20 per kW
Energy Charge	\$0.0784 per kWh
Energy Charge (over 1,400,000 kWh)	\$0.0595 per kWh
Late Payment	Net rate + 10%

Determination of Demand: The consumer's demand will be determined by the maximum 15-minute measured demand, as indicated or recorded by suitable recording instruments provided by the electric utility.

5.9 Rate Schedule – COL Facilities

Charge	Rate
Energy	\$0.092 per kWh

5.10 Private Outdoor Lighting

Availability: This section is available for overhead outdoor lighting service to any consumer located on the lines of COL, limited to one (1) light per residential customer.

Charge	Amount
Installation – Standard 100-watt (or equivalent) lamp	\$135.00
Additional installation charges (if facility changes required)	At actual cost
Monthly Fee	\$10.35

Conditions of Service

- Standard construction shall consist of a lighting unit with refractor, bracket, control device, wire, and hardware mounted on existing poles and existing secondary circuits.
- All lamps shall operate every night from dusk to dawn.
- Facilities installed by the city under this section shall remain the property of COL.

- The above net rate applies only when a bill is paid on or before the due date. If not paid, the gross rate, which is the net rate plus ten (10) percent, applies.
- The term of service under this section shall not be less than 12 months.

5.11 Other Conditions of Electric Service

Power Factor Adjustments

The consumer shall maintain a power factor of not less than ninety (90) percent lagging. The average power factor during the month used for billing purposes shall be obtained from the measured kilowatt-hours and the measured reactive kilovolt-ampere hours taken during the month. The meter for measurement of reactive kilovolt-ampere hours will ratchet to prevent reverse registration. If the average power factor during the month is less than 90 percent lagging, the total bill for the month shall be increased by two (2) percent for each one (1) percent or major fraction thereof by which the average power factor is less than ninety (90) percent.

Primary Metering Discount

The rates imposed in this division apply to service metered at secondary voltage. Where service is metered at the primary line feeding these locations, adjustments for billing shall be made by decreasing the metered kilowatt-hours by three (3) percent, if only one transformer bank is installed.

Combining Multiple Services for Billing

More than one character of service, as to voltage, phase, and frequency of delivery, shall not be combined for billing under this division, except that a consumer with existing multiple services may retain such services. Billing will be accomplished by adding demand and kilowatt-hour readings of all meters numerically. Credit for delivery will not be granted.

Utility to Define Type of Service

The utility, at its discretion, shall define the type of service provided. The utility will furnish and install the service, and the consumer shall pay the city for all expenses incurred over and above the normal installed services.

Section 6 – Water Service

Users of water furnished by COL shall pay for usage based on that customer's use of the water system, as determined by permanent water meters owned by COL.

6.1 Rate Schedule – Residential Water

Usage	Rate
First 7,000 gallons	\$2.39 per 1,000 gallons
Over 7,000 gallons	\$4.94 per 1,000 gallons

6.2 Rate Schedule – Commercial/Industrial Water

Usage	Rate
First 7,000 gallons	\$2.39 per 1,000 gallons
Next 93,000 gallons	\$4.94 per 1,000 gallons
Over 100,000 gallons	\$1.38 per 1,000 gallons

6.3 Monthly User Charges

The monthly user charge for all users shall be \$11.42 per month. In addition, users shall pay the following monthly amount based on meter size:

Meter Size	Monthly Charge
One-inch meter	\$19.49
Greater than one-inch, up to two-inch meter	\$45.00
Greater than two-inch meter	\$45.00

6.4 Rate Schedule – COL Facilities Water

Charge	Rate
Monthly Rate	\$1.78 per 1,000 gallons

6.5 Rate Schedule – Bulk Water Sales

Charge	Rate
Bulk Water Rate	\$5.00 per 1,000 gallons
Minimum Purchase	1,000 gallons

Section 7 – Sewer Service

Each user shall pay for services provided by COL based on that customer's use of the treatment works, as determined by a permanent water meter owned by COL. Users shall not be required to pay for treatment works based on water consumption from a permanent water meter dedicated solely to irrigation that is not connected to the sanitary sewer system. Temporary meters provided by COL that are attached to an outside hose bib or water outlet and whose sole

and dedicated use is for irrigation or filling a swimming pool shall receive a credit for treatment works, calculated and applied to the customer's monthly bill upon return of the temporary meter.

7.1 Five-Eighths Inch Water Meter – Monthly Charges

For consumers with five-eighths inch water meters, monthly usage charges shall be based on actual monthly water usage, except for water used for irrigation purposes metered by a temporary or permanent water meter owned by COL. The monthly user charge shall be \$28.20, which includes the usage charge based on the rates set forth below.

Usage	Rate
First 7,000 gallons	\$2.50 per 1,000 gallons
7,001 to 25,000 gallons	\$6.10 per 1,000 gallons
Over 25,000 gallons	\$8.01 per 1,000 gallons

7.2 Greater Than Five-Eighths Inch Water Meter – Monthly Charges

For consumers with greater than five-eighths inch water meters, monthly usage charges shall be based on actual monthly usage. The monthly user charge shall be \$52.45, which includes the usage charge based on the rates set forth below.

Usage	Rate
First 7,000 gallons	\$2.50 per 1,000 gallons
7,001 to 25,000 gallons	\$6.10 per 1,000 gallons
25,001 to 200,000 gallons	\$8.01 per 1,000 gallons
200,001 gallons and above	\$2.43 per 1,000 gallons

7.3 Customers Not Using City Water

In the event a residential customer does not use city metered water sources, the usage charge shall be \$41.25 per month. However, the contributor shall have the option of installing, at the contributor's cost, a city-approved meter on the water source, in which case the usage charge shall be based on the rates set forth above according to meter size.

7.4 Rate Schedule – COL Facilities Sewer

Charge	Rate
Monthly Rate	\$2.50 per 1,000 gallons

Section 8 – General Restrictions on Easements

For safety reasons, the grade of easements and rights-of-way cannot be altered by excavation or filling without prior approval from COL. Any costs associated with such alterations or relocations will be the responsibility of the customer making the request.

Installation of fences requires a permit from the COL Code Administration Department, provided the proposed fence does not obstruct access to COL's utility infrastructure. If COL needs to remove a fence to access equipment or infrastructure, it is the responsibility of the customer to replace or repair the fence.

8.1 Aesthetics

- When planning trees within the easement or right-of-way, care should be taken to ensure trees are planted far enough from COL equipment or infrastructure so that, when fully grown, root systems and canopies will not obstruct the operation of utility systems.
- Landscaping within the easement or right-of-way is permitted, provided access to COL's equipment and infrastructure is not obstructed. COL will not be responsible for any damage to landscaping within the easement or right-of-way that may occur during the operation or maintenance of equipment or infrastructure.
- The customer is responsible for maintaining any landscaping and vegetation within the easement or right-of-way, including upkeep and any required repairs.

Section 9 – Access to Customer's Premises

COL shall have access to the customer's premises at all times to: read and test meters; install, remove, maintain, repair, and replace COL property; and inspect equipment used by the customer as needed for proper administration of its rules, regulations, specifications, and rates. The customer must maintain a clear access pathway to and in front of meters and metering equipment. No trees, shrubs, fences, large landscape rocks, or other obstructions shall be permitted in the clear access area.

The clear access area in front of the meter and other utility infrastructure must be 36 inches deep, as wide as the equipment or 30 inches (whichever is greater), and as high as the top of the equipment or at least 6 feet 6 inches (whichever is greater). This area must be free from all obstructions. Failure to provide reasonable and adequate access and clearance may result in delays, refusal, disconnection, or removal of services.

If service is discontinued for any reason, COL has the right to enter the premises and remove meters and other equipment that are the property of COL. If a meter cannot be read or access to COL service equipment is not provided for three consecutive months, the customer will be notified by first-class mail. The customer must correct the issue, or COL will discontinue service until access to the equipment is granted.

9.1 Pole Attachments

Attachments of any kind to power or street light poles are not generally permitted. In certain cases, attachments to power or street light poles are by other utility entities are granted through a Pole Attachment Agreement and written approval by COL.

9.2 Water Service Lines

COL provides water to the meter, meter box, lid, and ring on a one-time basis. The customer is responsible for damages to any water meter appurtenances serving their property.

9.3 Unsafe or Dangerous Conditions

If COL equipment or infrastructure, either inside or outside of the customer's premises, appears unsafe or dangerous to life or property, particularly broken or fallen wires, the customer is requested to immediately call COL. In the meantime, if possible, someone should be posted near the dangerous location to warn others of the unsafe conditions until COL staff arrives.

Section 10 – Liability and General Provisions

10.1 Liability of Customer

The customer shall not interfere with or alter COL meters or other property, nor permit anyone other than identified COL staff to do so. Any damage caused directly or indirectly by the customer to COL property shall be paid for by the customer. Violators may incur criminal and civil penalties as provided by Missouri Statutes and shall be responsible for paying all costs incurred by COL in enforcing any violations of this section.

10.2 Continuity of Service

By obtaining utility services from COL, it is understood and agreed that COL will make all reasonable efforts to provide the service requested on an adequate and continuous basis and will not be liable for service interruptions, voltage and frequency variations, reversal of phase rotation, single-phasing, reversal of direct current polarity, deficiencies, or imperfections resulting from conditions beyond the reasonable control of COL. In cases where such failure or imperfections could damage customer apparatus or impact operations, the customer will hold COL harmless and should install suitable protective equipment or load-side generation. It is in the mutual best interest of COL and its customers to maintain highly reliable utility service. Customers experiencing frequent outages or utility quality issues should contact COL.

10.3 Tree Trimming

- The customer shall allow COL to trim the limbs and branches of trees, bushes, and shrubs located within the public right-of-way, utility easements, or other areas as necessary to prevent interference with COL's infrastructure or to provide access to other COL infrastructure on the customer's premises.
- The customer is responsible for trimming trees, bushes, and shrubs that may interfere with COL's meters and service wires running from COL's distribution poles to the point of delivery on the customer's property.
- No trees shall be planted or placed within an easement if the tree is expected, upon maturity, to encroach upon COL's infrastructure. COL reserves the right to remove any such trees within easements to prevent interference with the maintenance or operation of utility facilities.

10.4 Meter Tampering

The customer shall not bypass, tamper with, engage in unauthorized metering, or otherwise interfere with the proper operation of COL meters and equipment, nor interfere with proper metering registration. No meter will be bypassed without the written consent of COL. Devices or attachments will not be connected to facilities in such a manner as to allow the use of unmetered electric and/or water service except with written consent from COL.

10.5 Interconnection

Under no circumstances shall COL electricity and/or water service be interconnected to any other source or supply of electricity and/or water. COL reserves the right to disconnect and/or remove COL equipment from the premises if interconnection occurs. COL sells electricity and/or water to the customer with the express condition that the customer will not directly or indirectly sell, resell, assign, or otherwise dispose of the electricity and/or water, or any part thereof, without COL's written consent. The furnishing of metered electricity and/or water service by the customer to a third party is prohibited and may result in immediate termination and/or removal of all services, along with potential legal action.

10.6 Foreign Electricity and/or Water

No other electric and/or water service shall be introduced or permitted to be used by the customer in conjunction with COL service, either by means of a throw-over switch or any other connection, without COL's written consent. Any violation of this rule will authorize COL to discontinue service entirely and remove COL equipment.

10.7 Bulk water Sales

Bulk water sales will be for non-potable water use. The customer must have an approved tank with the proper backflow prevention.



To: Board of Public Works

Proposed for the Meeting Date of: July 15, 2026

Staff Informational Sheet

Topic: Resolution No. 26-016- A Resolution by the Board of Public Works of Lebanon, Missouri, approving the purchase of water materials for a water line extension project for Lebanon High School from Water & Sewer Supply, Inc. (Assistant Public Works Director Mike Moore)

CIP Number: WTR-003-27

Spent Year To Date: \$0.00

Budget Amount: \$25,000

Funding Source: 87-687-52300

Subject Matter:

Purchase of 12" SDR 21 water pipe and gland packs for a waterline extension at Lebanon High School.

Background (problem/explanation):

A 12" waterline extension is needed at Lebanon High School to eliminate a dead end water line and improve flow. Bids were received for 400 L.F. of 12" SDR 21 waterline and (10) 12" gland packs from Water & Sewer Supply \$11,353.00, Ferguson Waterworks \$11,993.30, Schulte Supply \$12,026.00, and Core & Main LP \$12,196.00. GL code 87-687-52300.

Staff Recommendation:

Staff recommends approving the purchase of 12" SDR 21 waterline and gland packs from the low bidder Water & Sewer Supply for \$11,353.00.

Submitted By: Mike Moore, Assistant Public Works Director

Department: Environmental Services

Date: 07/07/2026

ATTACHMENTS:

1. Resolution No. 2026-016 Purchase, Material for High School Waterline Extension Project
2. Exhibit A - Bid Tabulation Material for the High School Waterline Extension Project

RESOLUTION NO. 2026-016

A RESOLUTION BY THE BOARD OF PUBLIC WORKS OF LEBANON, MISSOURI, APPROVING THE PURCHASE OF WATER MATERIALS FOR A WATER LINE EXTENSION PROJECT FOR LEBANON HIGH SCHOOL FROM WATER & SEWER SUPPLY, INC.

WHEREAS, that Twenty-Five Thousand Dollars (\$25,000.00) is reflected in the FY2027 Budget for miscellaneous Water Main Extensions, and is established as Project No. 87-WTR-003-27 in the Capital Improvement Plan (CIP); *and*

WHEREAS, that a 12" waterline extension is needed at the Lebanon High School to eliminate a dead-end waterline and improve flow; *and*

WHEREAS, that bids for materials were solicited in accordance with the City *Purchasing Policy Section 2-428 Written bids; and*

WHEREAS, that four (4) bids were received, reviewed and confirmed accordingly by City Staff where City Staff recommends purchasing various materials from Water & Sewer Supply, Inc. in the amount of Eleven Thousand Three Hundred Fifty-Three Dollars (\$11,353.00), in accordance with the *City Purchasing Policy Section 4-30 Capital improvement purchases.*

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF PUBLIC WORKS OF THE CITY OF LEBANON, LACLEDE COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: That the Board of Public Works of the City of Lebanon, Missouri, hereby approves the purchase of Water Materials for a 12" waterline extension at Lebanon High School in the amount of Eleven Thousand Three Hundred Fifty-Three Dollars (\$11,353.00). Said Bid Tab is hereby attached and incorporated within as marked "*Exhibit A.*"

SECTION 2: That the Board of Public Works hereby authorizes and directs the Finance Director to take administrative action to expend funds from Water Fund 87 for Said Water Materials in the amount of Eleven Thousand Three Hundred Fifty-Three Dollars (\$11,353.00),

SECTION 3: That this Resolution shall be in full force and effect from and after the date of its passage and approval.

Passed and approved by the Board of Public Works of the City of Lebanon, Laclede County, Missouri, as this 15th day of July 2026.

(Seal)

Chairwoman LeAnn Mather

Attest:

City Clerk Lacey Brackett

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.



Jessica Meiners, Director of Finance

"Exhibit A"

Event Number	WT-87-260707-W-1018	Organization	City of Lebanon Purchasing
Event Title	Material for the High School Waterline Extension Project	Workgroup	Purchasing
Event Description		Event Owner	Jessica Meiners
Event Type	ITB	Email	jmeiners@lebanonmo.org
Issue Date	6/25/2026 07:19:48 PM (CT)	Phone	(417) 991-2321
Close Date	7/7/2026 02:00:00 PM (CT)	Fax	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Water & Sewer Supply, INC.	COLUMBIA	MO	6/30/2026 09:20:27 AM (CT)	3	\$11,353.00
FERGUSON WATERWORKS	Springdale	AR	7/6/2026 03:04:41 PM (CT)	3	\$11,993.30
Schulte Supply	St. Peters	MO	7/6/2026 01:01:53 PM (CT)	3	\$12,026.00
Core&Main LP	St. Louis	MO	7/6/2026 07:33:49 AM (CT)	3	\$12,196.00

				Water & Sewer Supply, INC.		FERGUSON WATERWORKS		Schulte Supply		Core&Main LP	
				Total Price	\$11,353.00	Total Price	\$11,993.30	Total Price	\$12,026.00	Total Price	\$12,196.00
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	12" x 20' (SDR21) CL200 PVC Water Pipe	400	L.F.	\$26.28	\$10,512.00	\$28.78	\$11,512.00	\$28.09	\$11,236.00	\$28.54	\$11,416.00
2	12" Trans PVC (SDR21) Gland Pack	10	EACH	\$84.10	\$841.00	\$48.13	\$481.30	\$79.00	\$790.00	\$78.00	\$780.00
3	Shipping/Freight Charge			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Lead Time			2-3 Weeks ARO		The pipe and x5 of the packs are in stock. The other five should take less than a week so lets go with a 10 day lead time to be safe.		7 TO 10 BUSINESS DAYS		1-3 weeks	