

CITY OF LEBANON
BOARD OF PUBLIC WORKS REGULAR MEETING MINUTES
JANUARY 15, 2025

BE IT REMEMBERED that the Board of Public Works of the City of Lebanon, Missouri, met in Regular Session on January 15, 2025 at 12:00 PM in the meeting room at the Public Works Facility located at 1401 West Commercial.

CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

Upon roll call, the following Officers were present: Don Anderson, Ted Dahl, Jeremy Goforth, LeAnn Mather. Absent: None.

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, IT Manager Oakley Banks, Equipment Technician Justin Elam, Public Works Analyst Kelly Roberts, and City Clerk Lacey Brackett.

PUBLIC COMMENTS

There were no public comments.

DISCUSSIONS AND PRESENTATIONS

Certificate Presentations

Environmental Superintendent Eric Mork presented Equipment Technician Justin Elam with a certificate of certification for the Class C Wastewater Treatment Operator License issued by the Missouri Department of Natural Resources

Suncrest Properties- Oakwood Trailer Park

Brett Bowman, owner of Suncrest Properties, and Head of Asset Management Kristen Hensley gave a presentation regarding Oakwood Estates Mobile Home Community to discuss water conservation issues. Bowman stated that Suncrest owns two locations in Lebanon, Ivey Acres and Oakwood Estates. Bowman and Hensley raised concerns about significant water conservation issues, noting that approximately 500,000 gallons of water are being used every month, resulting in higher utility bills. Suncrest presented three proposals to the board: the first option was to issue a sub-meter variance; the second option was for the City to install its own meters and directly bill residents for water and sewer services; and the third option was for Suncrest to set an allowance for water use and issue violations for exceeding the allotted amount.

After the presentation, a brief discussion took place. Goforth inquired whether Suncrest was aware of the water issue when they purchased the property. Shockley explained that the layout of the trailer park creates minimal opportunities to address the issue and noted that the City Counselor recommended a code change rather than a waiver. Shockley shared there

would be discussion amongst the board in the near future regarding the issue. Shockley also shared that there would be further discussion among the board in the near future regarding the issue.

Operations Detail Report

Electric Superintendent Travis Long provided an update on completed and ongoing projects, including the completion of Lake Regional Phase II electric service installation, replacement of a broken pole at Bland and Morris following an accident, and collaboration with engineers on the Lebanon High School project. He also noted that crews are conducting capacitor inspections and repairs and provided an update on the apprentice progress. Chairwoman Mather inquired if there were any impacts from the ice storm, with Long advising that there were none.

Environmental Superintendent Eric Mork provided an update on completed and ongoing projects, including installing the remaining sewer main at Legacy Trails and having approximately 460 linear feet of 4,300 linear feet installed due to encountering rock. He also reported repairing three 12-inch water leaks and completing 19 work orders consisting of backups, tap locates, and smoke testing.

During the discussion, Board Member Goforth stepped out at 12:40 p.m. and returned to the meeting at 12:42 p.m.

OCTOBER 2024 FINANCIALS

Public Works Director Richard Shockley gave an overview, noting that reserves were down due to encumbrances on electric. He also shared that water and wastewater reserves were good and on budget.

APPROVAL OF MINUTES

December 4, 2024, Meeting Minutes

Don Anderson moved and Ted Dahl seconded that the Board approve the minutes as presented.

Motion carried as follows: Yea: (4) Don Anderson, Ted Dahl, Jeremy Goforth, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

RESOLUTIONS

Resolution No. 2025-001- A Resolution by the Board of Public Works of Lebanon, Missouri, authorizing and directing the Chairman of the Board of Public Works to enter into and execute Task Order No. 11 with Toth and Associates for the replacement of relay panels for Substation 3.

Jeremy Goforth moved and Ted Dahl seconded that the Board approve Resolution No. 2025-001 as presented. Motion carried as follows: Yea: (4) Don Anderson, Ted Dahl, Jeremy Goforth, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

Chairwoman Mather declared Resolution No. 2025-001 duly passed and approved.

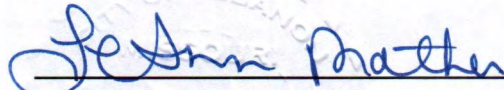
BOARD MEMBER COMMENTS

Chairwoman Mather inquired about the sub-meter issue. A brief discussion followed, and Shockley reiterated that Attorney Allen would prefer a change in code rather than a variance. Board Member Dahl asked if there was a way to make other areas compliant, such as Ivery Acres, and Shockley shared that they would provide data to the Board and offer a breakdown of the monthly bill.

Mather shared the next meeting would be on February 5, 2025.

Adjournment

Chairwoman Mather declared the meeting adjourned at 1:00 p.m.


Chairwoman LeAnn Mather

March 19, 2025

Minutes Approved