

CITY OF LEBANON
BOARD OF PUBLIC WORKS REGULAR MEETING MINUTES
APRIL 16, 2025

BE IT REMEMBERED that the Board of Public Works of the City of Lebanon, Missouri, met in Regular Session on April 16, 2025 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.

Chairwoman Mather was present via Zoom.

Staff members and others in attendance: Public Works Director/Board of Public Works General Manager Richard Shockley, City Administrator Troy Schulte, Environmental Services Superintendent Eric Mork, Public Works Analyst Kelly Roberts, Communications Manager Derek Gean, and City Clerk Lacey Brackett.

Public Comments

None.

Approval of Minutes

April 2, 2025, 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, LeAnn Mather; Nay: (0) None; Abstain: (0) None; Absent: (1) Jeremy Goforth.

Public Hearing

LeAnn Mather moved and Don Anderson 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.

Electric, Water, and Wastewater Utility Rates Schedule

Public Works Director Richard Shockley reported that Toth and Associates completed a Cost of Service Study outlining proposed utility rates to maintain operations and reserves. For an average user (1,300 kW electricity and 5,000 gallons each of water and wastewater), the estimated monthly increase would be about \$14.78.

Board Member Dahl asked about comparisons with similar-sized cities and was pleased a study was done to ensure costs accordingly. Shockley noted the City is generally in line with others,

though currently under cost on water. He stated the City maintains a 30% reserve, which is standard, and City Administrator Troy Schulte added that he wanted to gradually increase this reserve to 40%.

Board Member Anderson asked if rates would continue to rise in future years. Shockley confirmed that utility rates and adjustments would be reviewed annually.

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. 2025-010- A Resolution of the Board of Public Works of the City of Lebanon, Missouri adopting the Cost of Service Study completed by Toth and Associates, Inc. (Public Works Director Richard Shockley)

Ted Dahl moved and Don Anderson seconded that the Board approve Resolution No. 2025-010 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. 2025-010 duly passed and approved.

Resolution No. 2025-011- A Resolution of the Board of Public Works of the City of Lebanon, Missouri adopting the City's Electric, Water, and Wastewater Service Rates for Fiscal Year 2026. (Board of Public Works General Manager Richard Shockley)

Don Anderson moved and LeAnn Mather seconded that the Board approve Resolution No. 2025-011 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. 2025-011 duly passed and approved.

Resolution No. 2025-012- A Resolution by the Board of Public Works of the City of Lebanon, Missouri, approving the purchase of Water Meters from Core and Main for the Water Department. (Environmental Superintendent Eric Mork)

Don Anderson moved and Ted Dahl seconded that the Board approve Resolution No. 2025-012 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. 2025-012 duly passed and approved.

Discussions and Presentations

Operations Update

Public Works General Manager Richard Shockley reported that Electric Superintendent Travis Long was attending a lineman graduation event at OTC and noted that excavation and infrastructure improvements had been completed.

Environmental Superintendent Eric Mork provided an operations update, including the installation of 236 linear feet of sewer main and 240 feet of service line at Legacy Trails, as well as a new sewer main extension at Harwood and Pearl. A contractor was cleaning the water tower using drone technology, which Mork planned to present at the next meeting. He also discussed other recent work, including multiple water meter replacements and repairs to three-meter pits.

Board Member Dahl remarked that crews would stay busy with ongoing residential development.

Board Member Comments

Chairwoman LeAnn Mather shared that this rate proposal would be placed in the FY2026 budget and would be going to Council for final approval.

It was discussed that the next meeting would be held on May 21st at Public Works.

Adjournment

Meeting adjourned at 12:31 p.m.



LeAnn Mather

Chairwoman LeAnn Mather

May 22, 2025

Minutes Approved