



**CITY OF LAWRENCE
Utility Service Board
January 23, 2018/5:30 p.m.
Regular Meeting
Public Assembly Room**

Members Present: Steve Hall, Dale Tekippe, Dave Parnell, Terry Gingles, and Tracy Boyd

Staff Present: Controller Jason Fenwick, Corporation Counsel David Johnson, Utilities Superintendent Scott Salsbery, Utilities Business Manager Cathy Retmeier

Also Present: four members of the community

Mr. Hall called the meeting to order at 5:30 p.m. and announced a quorum.

Mr. Hall asked for a motion to approve the January 9, 2018 minutes; Mr. Parnell provided it and Ms. Boyd gave the second; they were approved 5-0.

Mr. Hall presented the Payment of Claims in the amount of \$567,184.43. The presented vouchers were \$154,371.84. Mr. Tekippe moved to approve the payment of claims; Mr. Gingles provided the second. The motion passed unanimously.

Utility Superintendent Report: Mr. Hall asked Mr. Salsbery to give his report. Mr. Salsbery said the utility has a straightforward report with action items under new business for this evening. He said an engineer's representative was present in case the board members have questions regarding requested approvals.

Old Business: There was none.

New Business:

1. Mr. Hall said the new year requires election of new officers. Mr. Tekippe nominated Steve Hall for president and Mr. Parnell seconded. The motion carried unanimously. Mr. Parnell asked that Dale Tekippe be elected vice president and Mr. Gingles provided the second; the motion carried and Mr. Tekippe was elected unanimously. Mr. Tekippe nominated Dave Parnell to serve as secretary and Mr. Gingles seconded the motion; Mr. Parnell was elected secretary, 5-0.
2. Mr. Tekippe offered the motion to approve the signature for the Miller Pipeline contract. Mr. Gingles gave the second; the motion carried 5-0.
3. Mr. Parnell offered the motion to approve the Notice to Proceed to Miller Pipeline. Mr. Tekippe gave the second and the motion passed unanimously.
4. Mr. Tekippe motioned to approve the Change Order #3 for the Sumac Water Main to \$4,097. Ms. Boyd provided the second and the motion carried, 5-0.
5. Mr. Tekippe offered the motion to grant Culy Contracting's request for a 30-day extension on the 2017 Manhole Project. Mr. Parnell provided the second and the motion passed unanimously.

6. Mr. Hall said a covenant approval is needed for 11653 Fawn Crest Drive/Greens Lot #195. Mr. Parnell offered the motion, Ms. Boyd provided the second, and the covenant was approved 5-0.

Mr. Hall asked for Account Adjustments: Mrs. Retmier said there was one request for adjustment at 9448 Burrwood Circle for \$293.87. She said it was due to a leak in the wall, the water did not enter the sewer, it had been repaired and LU recommends approval. Mr. Parnell gave the motion to approve the adjustment, Mr. Tekippe gave the second, and the motion carried 5-0.

Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: there were none.

Citizen Comments: there were none.

There being no further business to come before the Board, Mr. Parnell motioned for adjournment at 5:38 p.m. Ms. Boyd provided the second and the motion passed 5-0.

Steve Hall, President

Julie Kukolla, Recording Secretary

These minutes are not intended to be verbatim. They are a summary of discussions held, with the exception of the motions.