

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
JANUARY 14, 2020 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

**Members Present:** Tracy Boyd, Terry Gingles, Steven Hall, David Parnell and Dale Tekippe

**Others Present:** USB Recording Secretary Tina Whitcomb

**Staff Present:** Utilities Superintendent Scott Salsbery, Director of Operations Paul Wanner (arrived at 5:45 p.m.) and Manager Cathy Retmier

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

Mr. Hall asked for a motion to approve the Minutes from the December 23, 2019 regular meeting. Mr. Parnell moved to approve the Minutes and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall presented the payment of Claims in the amount of \$1,650,464.11 and the Payroll Voucher in the amount of \$98,825.36. Mr. Tekippe moved to approve the claims and payroll voucher and Mr. Gingles seconded the motion. Following discussion, the motion was unanimously approved by a vote of 5-0.

**Superintendent's Report:** Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery referenced the on-going projects as stated in his report that outlined the items that were being presented before the Board. Mr. Salsbery also informed the Board of the intention to activate Phase I "Statement Fee" as authorized in the 2017 water rate adjustment by July 2020, with the Phase II amount in 2021. The fees are \$1.00 and \$2.00 respectively.

**Unfinished Business:** There were none.

**New Business:** Mr. Hall requested a motion for the election of officers for 2020. Following discussion, the Board tabled the election until the January 28<sup>th</sup> meeting.

Mr. Hall requested a motion for approval of SRF Disbursement Form #83 from Wessler Engineering for \$1,367.00. Mr. Parnell moved to approve the motion and Mr. Gingles seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion for approval for Potable Water Utility Easement and Grant of Temporary Construction Easement for 12316 East 62<sup>nd</sup> Street. Mr. Gingles moved to approve the motion and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 5-0.

**Account Adjustments:** Mr. Hall requested a motion for a sanitary sewer adjustment in the amount of \$408.47 due to a slab leak at 7714 High View Drive. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

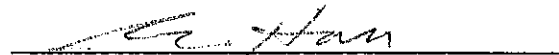
Mr. Hall requested a motion for a sanitary sewer adjustment in the amount of \$412.65 due to a service line leak at 10114 Wellbourne Drive. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion for a sanitary sewer adjustment in the amount of \$324.69 due to a watered lawn through November 7, 2019 at 7122 Ember Court. Following discussion, Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was approved by a vote of 4-0 with Mr. Hall abstaining.

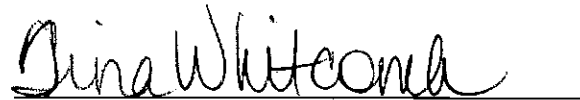
**Remonstrations of Ratepayer Dispute Regarding Disconnect Notice:** There were none.

**Citizen Comments:** There were none.

There being no further business to come before the Board, Mr. Tekippe moved to adjourn the meeting and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0. The meeting ended at 5:54 p.m.



Steven Hall, President



Tina Whitcomb, Recording Secretary

*These Minutes are not intended to be verbatim. They are a summary of discussions held, except for motions.*