

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
FEBRUARY 8, 2022 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Steven Hall, David Parnell, and Dale Tekippe

Members Present via Zoom: Tracy Boyd

Members Absent: Zachary Brown

Others Present: Recording Secretary Mary Jo Rothenbush

Staff Present: Utilities Superintendent Scott Salsbery

Others Present via Zoom: None

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

Mr. Hall requested a motion to approve the Minutes from the January 25, 2022, regular meeting. Mr. Parnell moved to approve the Minutes and Mr. Tekippe seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

Mr. Hall requested a motion to approve the payment of Claims for \$476,556.77, which included the Payroll Voucher for \$124,084.96. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

Superintendent's Report: Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery briefed the Board on on-going projects. He also reviewed the account adjustments and stated that Staff recommended approval.

Unfinished Business: There was none.

New Business: There was none.

Account Adjustments: Mr. Hall requested approval of a sanitary sewer adjustment at 9155 Rising Road for \$264.54 due to a service line leak. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.


Mr. Hall requested approval of a sanitary sewer adjustment at 7961 East 49th Street for \$2,421.77 due to a service line leak. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

Mr. Hall requested approval of a sanitary sewer adjustment at 8051 Barksdale Way for \$3,674.38 due to a slab leak. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizens Comments: There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:43 p.m. by Mr. Parnell and was seconded by Mr. Tekippe. After a roll call vote, the motion was unanimously approved by a vote of 4-0.


Steven Hall, Chairman
Tracy Boyd, Co-Chair


Mary Jo Rothenbush, Recording Secretary

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



February 8, 2022 – Superintendent's Report

ADMIN UPDATE:

The Utility attended a preliminary meeting to discuss the relocating of the utility billing and admin sections to the city building at 9001 East 59th Street. Next steps will be to engage with a design team that will be working on creating plans for our new space as well as other spaces in the city building. The utility will be paying for its share of the design work separately from the other spaces. Once plans are complete, we will be looking at moving the construction project forward. We also attended a preliminary scoping meeting to layout the new utility operations building so that we can start moving forward on that project. Once the new operations building is complete, we will sell the existing operations building and apply the money from the sale to the construction and design costs for these two projects.

An end of year report is included with your packets for this meeting to provide you all with a snapshot of where we are with current projects, planned projects and provides a summary of 2021 activities as well as information about operations in general. Please read through at your leisure and let me know if you have any questions or concerns. We will post a copy to the website as well.

One of the requirements under our new Administrative Order with EPA is that we publish annually a summary of our sanitary sewer overflows as to location and volume spilled, etc. We have posted this report to the city's website in the City and Utility News sections.

Work continues on our Phase II Water System Improvements Contracts A & B and we have also put out to bid for the additional water main work to replace the water main feeding the Kroger complex at 79th & Fall Creek. We are adding this to the Contract B work because of the spate of main breaks experienced on this section of pipe in 2021. The project includes a pressure relief valve to lower main operating pressures experienced due to elevation changes on that section of main. We will also be adding main replacement for McGuire Court, which we inadvertently left off our original plans for 46th Street main replacement. Because this is a short stretch of pipe, we are going to add this section as a Change Order on the Phase II Contract B project at the appropriate time.

Operational Data:

Work totals and updates will be on February 22nd report.

BILLING ADJUSTMENTS:

- 9155 Rising Road– customer is requesting a sanitary sewer adjustment for \$264.54 due to a service line leak. We recommend approval.
- 7961 East 49th Street – customer is requesting a sanitary sewer adjustment for \$2,421.77 due to a service line leak. We recommend approval.
- 8051 Barksdale Way – customer is requesting a sanitary sewer adjustment for \$3,674.38 due to a service line leak. We recommend approval.