

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
FEBRUARY 23, 2021 – 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 (joining in at 5:31 p.m.) and Zachary Brown

Others Present: Recording Secretary Tina Whitcomb

Staff Present: Utilities Superintendent Scott Salsbery and Director of Operations Paul Wanner

Chairman Steven 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 February 9, 2021 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 presented the payment of Claims for \$304,814.71 and the Payroll Voucher for \$128,365.20, for a total of \$433,179.91. Mr. Tekippe moved to approve the claims and payroll voucher and Mr. Parnell seconded the motion. After a roll call vote, 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 provided the Board with a description of a problem that has arisen at the Indian Lake Plant with respect to the backwash tank, which resulted in building damages. He explained that he would be sending the contractor a verbal notice to proceed with the necessary repairs in order to keep the project moving forward as long as the Board did not object, and that there would be a Change Order for the additional work. The Board had no objections to Mr. Salsbery giving a verbal okay to proceed with the necessary repairs.

Mr. Salsbery advised the Board that information is being collected for a sanitary sewer rate increase proposal designed to generate the level of funding needed in order to address issues by way of increased capital improvement projects to fix mains, manholes, and laterals.

He stated that there would be some new changes to the E-Suite program that will be more user friendly for Utility customers.

Unfinished Business: There was none.

New Business: Mr. Hall invited Mr. Wanner to give the 2019 Water Audit. Mr. Wanner reviewed the results of the report. The Utility scored 71 out of 100. While there will always be water losses, the main goal would be to minimize those losses by continuing to improve upon existing routine maintenance and repair programs, leak detection efforts, meter testing, periodic review of billing accounts for accuracy, and timely and effective response to failures.

Account Adjustments: Mr. Hall requested a motion to approve the sanitary sewer adjustment at 8010 Lawrence Woods Boulevard for \$270.63 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 5-0.

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, the meeting adjourned at 5:46 p.m. by unanimous vote of the Board.



Steven Hall, Chairman



Tina Whitcomb, Recording Secretary

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