

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
MARCH 26, 2024 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Tracy Boyd, Chanita Gillard, Steven Hall, Darrin Kirkland, and David Parnell

Members Present via Teams: None

Members Absent: None

Staff Present: Interim Utilities Superintendent Paul Wanner, Interim Director of Operations Andrew Hall, Recording Secretary Tina Whitcomb, and Attorney Jacob Antrim

Others Present: Councilor Liz Mazur

Chairperson Tracy Boyd called the meeting to order at 5:30 p.m. and announced a quorum.

Ms. Boyd requested a motion to approve the Minutes from the March 12, 2024 regular meeting. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the payment of Claims of \$640,322.54, which included the Payroll Voucher for \$137,171.31. Mr. Parnell moved to approve the motion and Ms. Gillard seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd asked Mr. Wanner to give the Superintendent's Report. Mr. Wanner updated the Board on the agenda items. He then stated that Staff reviewed the account adjustments and recommended approval. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: There was none.

New Business: Ms. Boyd requested a motion to approve the engagement letter for legal services with Bose McKinney & Evans LLP for \$120,000.00. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the Notice of Award to J.G. Case Construction, Inc. for the Shadeland Avenue Water Main Relocation Project for \$130,535.00. Mr. Parnell moved to approve the motion and Mr. Hall seconded the motion. The motion was unanimously approved by a vote of 5-0.

Account Adjustments: Ms. Boyd requested a motion to approve the sanitary sewer adjustment at 7525 Sunnyside Road for \$251.02 due to a service line leak. Mr. Hall moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

Ms. Boyd requested a motion to approve the sanitary sewer adjustment at 6608 Paradise Court for \$849.37 due to a service line leak from busted pipes under the floor. Mr. Parnell moved to approve the motion and Mr. Kirkland seconded the motion. 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, a motion was made to adjourn the meeting at 5:37 p.m. by Mr. Parnell and was seconded by Mr. Hall. The motion was unanimously approved by a vote of 5-0.



Tracy Boyd, Chair



Tina Whitcomb, Recording Secretary

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



March 26, 2024 – Superintendent’s Report

ADMIN UPDATE:

The Utilities biannual water main flushing will be starting on April 1, 2024. The utility will be flushing all water mains in the distribution system. This could take up to five weeks to complete.

We are seeking approval of the contract with Bose McKinney & Evans LLP to provide the USB/Utility Administration legal counsel for a monthly fee of \$10,000 with the agreement terminating on December 31, 2024. We recommend approval of this agreement due to ongoing issues with the EPA regarding the Administrative Order of Consent we are currently under for the sanitary sewer system as well as the revisions to the Lead and Copper Rule requiring all water systems to provide an inventory of all water service line materials. These services would also be beneficial to protect the Utilities and its residents in reviewing all agreements the Utility would need to enter with engineering firms, contractors, and vendors.

We are seeking approval of the Notice of Award to J. G. Case Construction Inc. for the necessary relocation of a water main that conflicts with an Indy DPW storm/road project on Shadeland Avenue in the amount of \$130,535.00. The area of the relocation is near Meadowview Drive and Shadeland Avenue.

The Utilities Business Office Manager has reviewed the (2) two account adjustments on the agenda and we recommend approval.

Operational Data:

Sanitary Sewer System

- Performing routine maintenance and upkeep on lift stations and grinder pump stations.
- Performing routine maintenance on the gravity sanitary sewer collection system.
- Working with engineers and contractors as necessary on all Lawrence Utilities Capital projects.

Water Distribution Underground Operations

- Performing routine inspections, emergency shut outs for repairs, valve exercising, valve box repairs, and fire hydrant testing/inspections.
- Performing routine water line repairs, service line repairs, fire hydrant repairs/replacements, vehicle repairs, and maintaining street and sidewalk cuts until final restorations can be made.
- Working with engineers and contractors as necessary on all Lawrence Utilities Capital projects.
- Performing testing and inspections as necessary for private projects in the city.
- Working with engineers and contractors as necessary on all Lawrence Utilities Capital projects.

Water Plant/Well activity

- Performing routine maintenance and daily tasks to make sure water treatment plants are operating properly.

BUSINESS OFFICE/SERVICE DEPARTMENT

February Totals

- 15344 Total Accounts

- 1292 Total Work Orders Completed

BILLING ADJUSTMENTS:

1. 7525 Sunnyside Road – customer is seeking approval of a sanitary sewer adjustment for \$251.02 due to a service line leak. We recommend approval.
2. 6608 Paradise Court – customer is seeking approval of a sanitary sewer adjustment for \$849.37 due to a service line leak from busted pipes under floor. Contractor repaired the leak. The meter indicated no leaks at this time. We recommend approval.