

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
APRIL 11, 2023 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Tracy Boyd, Steven Hall, and David Parnell

Members Present via Teams: Zachary Brown

Members Absent: Dale Tekippe

Others Present: Recording Secretary Tina Whitcomb

Staff Present: Utility Superintendent Scott Salsbery and Manager Cathy Retmier

Other Staff Present via Teams: None

Chairman Steven Hall called the meeting to order at 5:41 p.m. and announced a quorum.

Mr. Hall requested a motion to approve the Minutes from the March 28, 2023 regular meeting. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following 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 of \$977,288.54, which include the Payroll Voucher for \$135,145.02. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following 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 reviewed the agenda items and recommended approval. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion to approve Change Order No. 4 from J.G. Case Construction, Inc. to increase the Phase II Contract B: Water Main Improvements Project by \$13,200.00. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 4-0.

Mr. Hall requested a motion to approve the Exclusive Sanitary Sewer Easement across property owned by Harris and Ford Properties, LLC. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 4-0.

Mr. Hall requested a motion to approve the Release and Settlement of All Claims for Claimant Daniel Perrott. Ms. Boyd moved to approve the motion and Mr. Parnell seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 4-0.


Account Adjustments: Mr. Hall requested a motion to approve the sanitary sewer adjustment at 7946 Ashton Drive for \$703.85 due to a service line leak. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 4-0.

Mr. Hall requested a motion to approve the sanitary sewer adjustment at 4631 North Richardt Avenue for \$838.76 due to a service line leak. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 4-0.

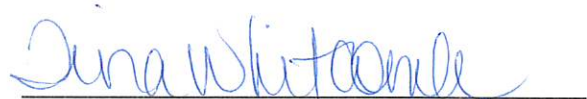
Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizens Comments: There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:54 p.m. by Ms. Boyd and was seconded by Mr. Parnell. Following a roll call vote, the motion was unanimously approved by a vote of 4-0.



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.



April 11, 2022 – Superintendent’s Report

ADMIN UPDATE:

We are seeking approval of Change Order # 4 for the Contract B, Phase II, Water System Improvements Project. CO #4 will increase the project total by \$13,200.00 and includes extending the substantial completion date by 50 days to May 20, 2023, changing the installation method from open cut to directional drilling on McGuire Ct. due to space constraints, and the installation of an 8” insertion valve. We recommend approval.

The Utility is seeking approval of the easement for the Fort Harrison Sanitary Sewer Improvements Project that is on the agenda for this evening. There is no cost associated with the easement and we recommend approval.

The Utilities was contacted on February 15, 2023 by the property owner of 4550 Zoeller Avenue stating that his sewer lateral was not draining properly and he felt it was due to the recent water project completed in late summer of 2022. This was several months after the completion of the water work on Zoeller Ave. so per our standard operating procedure we informed the property owner he would have to hire a plumber to make repairs and when the plumber had the sewer lateral exposed, they were to contact the Utilities immediately for investigation. Once the lateral was exposed via hydro excavation, the plumber contacted the Utilities and we arrived at the site for inspection. There was a section of the lateral missing at the ROW in close proximity to where the new water service line was installed, and it was determined by LU staff that the damage was caused by the installation of the new water service line. Miller Pipeline did not agree that they caused the damage to the sewer lateral but in the interest of resolving this issue as quickly as possible it was decided that Miller Pipeline and the Utilities would split the cost of the sewer lateral repair. In this case, the Utilities recommends reimbursing the property owner in the amount of \$25,374.36 for the loan he obtained for the repair. The Utilities will deduct \$12,678.18 from the retainage owed to Miller Pipeline for the damage.

Our contractors are nearing the end of the 2022 Sanitary Main and Manhole Rehab Project and so far we are still within budget. Asphalt repairs are underway and all major project excavations and main linings are completed. The service lateral lining contractor is still finishing up the last of the laterals that were noted to be lined in the project.

The Phase II Contract B water main replacement project is proceeding well and with relatively few problems given the scope of the project. During this project, the Parks Department allowed our contractor to stage materials and supplies for the water main project as well as parking heavy equipment at Community Park on Franklin Road. This activity contributed to the further decline of the parking lot pavement and at the request of the Parks Director, we have agreed to contribute to the repair of the parking lot pavement in the amount of \$29,000. We will take the money from our capital funds.

With regard to pavement, I would like to also note that the City has applied for a CCMG project to repave Franklin Road from Pendleton Pike to 56th Street. As you are aware, the Utility did make a lot of road cuts in Franklin Road from our water and sanitary sewer capital projects. Should the city not be awarded the CCMG grant money, the Utility will also contribute funds to help repair Franklin Road, which the City still plans to do, even if the CCMG funds do not materialize. This will be significantly more than the parking lot assistance we are providing the Parks, but given the amount of work we have recently completed in Franklin Road, if the CCMG money does not come through we feel it is only right that we assist with the repair of Franklin Road.

Operational Data: March Totals

SANITARY SEWER SYSTEM

- (53) Sanitary sewer lift station work-orders completed.
- (4) Sanitary sewer grinder pump work orders completed.
- (6) Sanitary sewer manholes repaired.

- (17) Sanitary sewer manholes inspected.
- (1) Sanitary sewer line failure repair in State Park.
- 11,111 LF of sanitary sewer main cleaned.
- 123 LF of sanitary sewer main CCTV'd.

Water Distribution Underground Maintenance

- (3) Water main breaks repaired.
- (3) Water service line repairs completed.
- (1) Water main valve replaced.
- (2) Concrete repair jobs performed "in-house".
- (60) Fire hydrant pump outs performed in preparation for below freezing temperatures.
- (31) Water main valves exercised.
- (1) Water main line valve box repaired.
- (6) Water main shut outs performed.
- (1) Water line leak investigation performed.
- (38) Inspections for projects performed.
- Performed vehicle and equipment maintenance as needed.
- Maintained all street and sidewalk cuts until final restoration can be made.

WATER PLANT/WELL ACTIVITY

Fort Harrison Water Plant

- Well readings collected and recorded.
- Received chemical deliveries.
- Replumb sump pump line at filter house and installed a GFI.
- Clearing fence of vines and brush at Plant and at Well Field.
- Lionheart serviced backup generators at Plant, Well 8 and Well 10.
- Repaired analyzer intake line and removed old plumbing for it at pump house.
- Performed facility cleaning (sweeping & mop).

Indian Lake Water Plant

- National Water Solutions assembled Well 14 and performed flow test.
- Bac T testes performed and passed, then placed Well 14 back in service.
- Well reading collected and recorded.
- Lionheart serviced backup generator at Plant and Well 15.
- Repaired chlorine lines on intake valves in chlorine room.
- Cleaned Well 14 building.
- Received chemical deliveries.

Richardt Water Plant

- Lionheart serviced backup generator.
- Received chemical delivery.
- Replaced PH probe, cleaned, and calibrated chlorine analyzer.
- Wessler addressed SCADA computer issues.
- Performed general housekeeping and cleanup.
- Repaired chlorine injection line.
- Lowered meter pits by east gate to make mowing easier.

Winding Ridge Booster Station

- Lionheart service backup generator.
- Performed facility safety inspections.

52nd Street Tower

- Performed facility safety inspections.

Oaklandon Tower

- Performed facility inspections.

Water Quality Samples

- 50 water samples were taken from the distribution system and taken to an independent lab for testing.

Business Office/Service Department

March Totals to be provided on 4/25/23 report.

BILLING ADJUSTMENTS:

7946 Ashton Drive – customer is requesting a sanitary sewer adjustment for of \$703.85 due to a service line leak in crawl space. We recommend approval.

Service line leak in crawl space; repaired by plumber verified; 3-month adjustment (44190 Gal., 50335 Gal., 13101 Gal.)

4631 North Richardt Avenue – customer is requesting a sanitary sewer adjustment for \$838.76 due to a service line leak in crawl space. We recommend approval.

Service line leak in crawl space; repaired by customer who provided pictures; 2-month adjustment (2066 gal., 122834 Gal.)