

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
APRIL 26, 2022 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Tracy Boyd, Zachary Brown (arriving at 5:31 p.m.), Steven Hall, David Parnell, and Dale Tekippe

Members Present via Zoom: None

Members Absent: None

Others Present: Recording Secretary Tina Whitcomb

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

Other Staff Present: Chief of Staff David Hofmann

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 April 12, 2022 regular meeting. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 4-0. (Mr. Brown arrived at this point but did not vote.)

Mr. Hall requested a motion to approve the payment of Claims for \$1,529,402.24, which included the Payroll Voucher for \$131,827.81. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. Mr. Salsbery advised that the Garmong refund was pulled from the Claims list due to incorrect paperwork. 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 briefed the Board on the agenda items. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: There were none.

New Business: Mr. Hall requested a motion to approve the ratification of the following items from the April 12, 2022 regular meeting because there was not 50% of the Members in attendance: a. March 22, 2022 Minutes; b. Claims; c. Resolution No. 1, 2022; d. Loan Administrator Services for the SWIF Grant Project; e. sanitary sewer adjustment at 10838 Jessie Court; and f. sanitary sewer adjustment at 5242 Sandwood 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 to approve Resolution No. 4, 2022 declaring certain property to be surplus and authorizing disposal. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve the professional services agreement with Peerless Midwest Inc. to provide professional hydrogeological and drilling services not to exceed \$50,000.00. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve Change Order No. 2 from JG Case Construction, Inc. to increase the Phase II Contract B Water System Improvements Project by \$115,120.02. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Account Adjustments: There were none

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

Citizens Comments: There were none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:42 p.m. by Mr. Tekippe and was seconded by Mr. Parnell. The motion was unanimously approved by a vote of 5-0.



Steven Hall, Chair



Tina Whitcomb, Recording Secretary

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



April 26, 2022 – Superintendent’s Report

ADMIN UPDATE:

The Utility management is seeking approval of a professional services agreement with Peerless Midwest, Inc. to perform various professional services related to the installation of new production wells in the Fort Harrison well field. This agreement includes permit renewal/filing, technical assistance and support with regard to further development of our groundwater sources, field meetings, hydrogeological services and all equipment and labor to complete two 2-inch diameter test wells. The contractor will bill at \$130/hour with a NTE number of \$50,000. We recommend approval of this agreement.

Utility management is seeking approval for Change Order #2 for the Phase II, Contract B Water Main Improvements Project in the amount of \$115,120.02. This change order includes compensation for additional work on Hermosa Drive due to a sewer force main repair due to unforeseen circumstances, the addition of water main replacement on McGuire Court, and four water main lowering’s on 48th Street that are necessary for the completion of the Storm Water Project on 48th Street.

We are making progress with getting a Right Of Entry for investigating and installing test wells in the Fort Wellfield with IDNR. Once the draft ROE is completed, we will place before the board for approval.

A few high dollar amount claims to mention:

- ASI - \$45,472.90 for work performed on Agreed Order of Consent (AOC)/EPA
- Midwest Meter - \$95,665.00 for meter pit lids/ frames. (Capital funds)
- Midwest Meter - \$876,450.00 for 2022 meter change out project (2500 meters; capital funds)
- National Water Services - \$46,500.00 for Well 16 rehabilitation/cleaning
- Wessler Engineering - \$59,550.23 for Phase II, Contract A Water System Improvements Project

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.
- Continuing to work with Structurepoint on information needed for the Agreed Order of Consent to stay in compliance.
- Working with Structurepoint getting ready for the 2022 Sanitary Sewer Rehabilitation project.

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 replacements, vehicle repairs, and maintaining street and sidewalk cuts until final restorations can be made.
- Working with contractors as necessary on all Lawrence Utilities Capital projects.
- Performing testing and inspections as necessary for projects in the city.
- Spring water main flushing of the distribution system is ongoing.

WATER PLANT/WELL ACTIVITY

- Performing routine maintenance and daily routines to make sure water treatment plants are operating properly.
- Coordinating with Contractor for the Water Treatment Plant Rehabilitation Project.

BUSINESS OFFICE/SERVICE DEPARTMENT

March Totals

- 15,165 Active accounts
- 1,560 Work orders completed

BILLING ADJUSTMENTS – None