

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
MAY 10, 2022 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

**Members Present:** Tracy Boyd, Zachary Brown, Steven Hall, David Parnell, and Dale Tekippe

**Members Present via Zoom:** None

**Members Absent:** None

**Others Present:** Attorney Kaitlin Voller and 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 26, 2022 regular meeting. 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 payment of Claims for \$227,959.08, which included the Payroll Voucher for \$181,227.60. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. 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. He then informed the Board that there would be a special meeting on May 24, 2022 at 4:30 p.m. to discuss the Baker Tilly sewer rate study. (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 the Certified Bid Tabulation and Notice of Award to Miller Pipeline for the 2022 Sewer and Manhole Rehabilitation Project. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following discussion, the motion was unanimously approved by a vote of 5-0.

**Account Adjustments:** Mr. Hall requested a motion to approve the sanitary sewer adjustment at 12126 Longstraw Drive for \$2,017.34 due to a service line leak. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. Mr. Salsbery stated that the three account adjustments were reviewed by Staff and recommended approval. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve the sanitary sewer adjustment at 5021 Leone Drive for \$295.14 due to a leak in the wall. 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 the sanitary sewer adjustment at 5321 Deerwalk Drive for \$275.94 due to a service line leak. Mr. Parnell moved to approve the motion and Mr. Tekippe 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 5:44 p.m. by Mr. Tekippe and was seconded by Mr. Parnell. The motion was unanimously approved by a vote of 5-0.

  
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Steven Hall, Chair

  
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Tina Whitcomb, Recording Secretary

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



## **May 10, 2022 – Superintendent's Report**

### **ADMIN UPDATE:**

The Utility is seeking approval of the award of the 2022 Sanitary Sewer Rehab Project to Miller Pipeline in the amount of \$3,614,202. Our engineer has reviewed all the bids received and we agree with their recommendation to award this project to Miller Pipeline. We will soon hold a pre-construction conference with the contractor and start finalizing start times for this work.

In a recent legislative action, the legislature repealed the Utility Receipts Tax and all affected utility operations are required to cease collecting this tax and forwarding it on to the state. We need to have this done by July of 2022. This will require action by the Board and City Council, which City Attorney Kaitlin Voller and our CFO Tyler Douthit are working on with the Council's attorney, Kris Wheeler. We will be required to provide notification to our customers about the impact on their bill. The notification guidelines in the language of the bill is vague, but we will be taking the appropriate steps to assess the impact and communicate to our customer's what they can expect to see. This will not affect the operating budget.

Work is proceeding on all our capital projects presently underway. We have discovered some undocumented sanitary sewer infrastructure in the vicinity of 46th & Zoeller that required us to re-route a customer's sanitary sewer service line. We are also working to identify and resolve one additional customer's sewer lateral issue on Zoeller Avenue.

We do anticipate receiving an additional Change Order on the Phase II Contract A water treatment plant project in the amount of roughly \$29,000. We hope to have this CO to the Board for approval at the next meeting.

Work has also commenced on our federally-mandated Lead Service Line Inventory requirement. We have partnered with 120Water to perform this work and expect to complete the project by the deadline.

Compliance activities for our EPA order are also moving forward with work on the sewer system hydraulic modeling well underway and all milestones have been met as to submittals to the EPA to date.

### **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 was completed.

#### **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**

April totals to be provided on May 24, 2022 report.

- Active accounts.
- Work orders completed.

#### **BILLING ADJUSTMENTS:**

1. Approval of a sanitary sewer adjustment at 12126 Longstraw Drive for \$2,017.34 due to a service line leak. Staff recommends approval.
2. Approval of a sanitary sewer adjustment at 5021 Leone Drive for \$295.14 due to a leak in the wall. Staff recommends approval.
3. Approval of a sanitary sewer adjustment at 5321 Deerwalk Drive for \$275.94 due to a service line leak. Staff recommends approval.