

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
MAY 11, 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 and Zachary Brown

Others Present: Recording Secretary Mary Jo Rothenbush

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 April 27, 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 5-0.

Mr. Hall presented the payment of Claims for \$806,536.66, which includes the Payroll Voucher for \$165,124.77. Mr. Parnell moved to approve the claims and payroll voucher and Ms. Boyd 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 reviewed the agenda items. (A copy of the report will be attached to the Minutes for record-keeping purposes.)

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion to approve Task Order No. 4 for the 2021 sewer Rehabilitation Capital Plan to increase the project by \$15,000.00. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion authorizing Paul Wanner as the Purchasing Agent for the Lawrence Utility Service Board regarding purchases of vehicles and equipment. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion authorizing and agreement for water line general construction observation relative to potable water mains and appurtenances at Freije Engineered Solutions located at 4326 Sellers Street. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. After roll call vote, the motion was unanimously approved by a vote of 5-0.

Account Adjustments: There was none.

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 the Board.



Steven Hall, Chairman



Mary Jo Rothenbush, Recording Secretary

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



May 11, 2021 – Superintendent's Report

ADMIN UPDATE:

The Utility is seeking approval of Task Order #4 for ASI in the amount of \$15,000. This TO is for ASI to prepare a master capital plan for Sewer Rehab Projects so that we are able to ramp up quickly should we secure American Rescue Plan funds, or to be prepared to go after State Revolving Fund money. Having these project areas delineated and with cost estimates ready, we will be able to roll out actual construction plans, specs and front-end documents very quickly. We recommend approval of this TO.

We continue to communicate with EPA concerning our Agreed Order status and conversations concerning the work we have completed and our continued chronic Sanitary Sewer Overflow issues. At this time, I could not say for sure what their response will be once they have completed their review of our status, but I would say a modification of the order is not out of the question. I will communicate to the board just as soon as we have anything definitive from them.

The two items above underscore our need to address our sewer rate situation, which we plan to do in the near future. With our annual treatment cost increases, inadequate investment in sanitary sewer infrastructure to eliminate I&I and need to restore system capacity for existing and proposed developments, we really have no alternative but to seek a rate increase. Even if we do receive a one-time shot in the arm via some stimulus money, that will not address the revenue needs we have for treatment costs as well as routine operating costs, and would only delay, not eliminate, the need for capital improvements funding moving forward.

Our Maple Lane/Zoeller Avenue/Wallingwood Drive will have its first bid advertisement already published by the time the board sees this report. We will be in construction hopefully by early June.

The Carroll Road water main project is completed except for punch-list items and restoration work. We had hoped to have Change Order 1 and Pay App 1 approved at this meeting, but have not received the documents from the engineer yet.

We will be receiving an engineering agreement from HWC Engineering at the next meeting as well, to begin design work for additional water main replacements in the area between the interstate and Richardt Street, from 54th Street to 49th Street.

We will also soon be launching the design work for the next phase of the Brookhaven Water Main Replacement Project, which is being engineered by BLN.

We are also gearing up to perform another meter change-out project, targeting 2,500 meters this time. We have already issued the PO to purchase the meters and are working on the RFQ's for installation work via a contractor.

Finally, we are introducing a new method to inform customers about our Sewer Main Cleaning program, which will reduce labor and printing costs for printing and delivering door hangers. The crew will place signs at various locations in the area to be cleaned that will direct people to our website. The website will then have an informational document explaining the cleaning process and things to be aware of while the sewers are being cleaned, as well as a map of the project area. Other

cities have used this approach and we believe it will be an improvement. The informational letter will also have a Spanish version.

Operational Data:

April Totals

SANITARY SEWER SYSTEM

- 16 Sanitary sewer lift station work orders completed.
- 3 Sanitary sewer grinder pump station work orders completed.
- 10,086 LF of sanitary sewer main cleaned.
- 51 Sanitary sewer manholes inspected.
- 5 Sanitary sewer manholes raised to grade.
- 45 LF of sanitary sewer main CCTV'd.
- Cutting grass as needed at lift stations.

Water Distribution Underground Maintenance

- 93 Water main valves exercised.
- Distribution system water main flushing performed.
- 3 Water main shut outs for repairs performed.
- 4 Water line leak investigations performed.
- 3 inspection for various projects performed.
- 4 Water main breaks repaired.
- 1 Fire hydrant replaced.
- 2 Water main valves replaced.
- 4 Water service lines repaired.
- Maintaining street & sidewalk cuts until final restorations can be made.

WATER PLANT/WELL ACTIVITY

Fort Harrison Water Treatment Plant

- Cutting grass as needed.
- Training on new backup generator.
- Replaced valve on chlorine feed line.

Indian Lake Water Treatment Plant

- Cleaned the chemical injection quill and replaced a leaking fitting.
- Cleaned and calibrated the chlorine analyzer.
- Replaced head on post chlorine pump.

Richardt Water Treatment Plant

- Cleaned chemical injection quill.
- Calibrated the chlorine analyzer.
- Replaced sump pump in effluent meter vault.
- Cutting grass as needed.

Winding Ridge Booster Station

- Cutting grass as needed.

52nd Street Water tower

- Cutting grass as needed.

Oaklandon Water Tower

- Cutting grass as needed.

Misc.

- 52 Water distribution samples were collected and taken to an independent lab for testing.
- Bastin and Logan performed work necessary to abandon the Well at the 7750 Oaklandon Road property for sale.

BUSINESS OFFICE/SERVICE DEPARTMENT

Totals to be provided on May 25 Report

BILLING ADJUSTMENTS: None