

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
MAY 24, 2022 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

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

Members Present via Zoom: None

Members Absent: Zachary Brown

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: None

Others Present via Zoom: None

Mr. Hall called the meeting to order at 5:34 p.m. and announced a quorum.

Mr. Hall requested a motion to approve the Minutes from the May 10, 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. Hall requested a motion to approve the payment of Claims for \$899,835.66, which included the Payroll Voucher for \$137,120.96. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. 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 briefed the Board on the agenda item. (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. 5 from Thieneman Construction Inc. to increase the cost of the Phase II Contract A Water System Improvements Project by \$67,672.73. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. Following discussion, the motion was unanimously approved by a vote of 4-0.

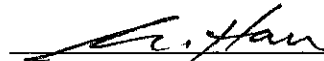
Account Adjustments: Mr. Hall requested a motion to approve the sanitary sewer adjustment at 10212 Applespice Drive for \$2,152.36 due to a service line leak. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 4-0.

Mr. Hall requested a motion to approve the sanitary sewer adjustment at 4922 Bassett Drive for \$269.24 due to a service line leak. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 4-0.

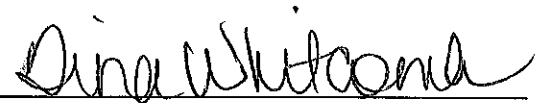
Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizens Comments: There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:40 p.m. by Mr. Tekippe and was seconded by Mr. Parnell. The motion was unanimously approved by a vote of 4-0.



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.



May 24, 2022 – Superintendent's Report

ADMIN UPDATE:

Utility management is requesting approval of Change Order #5 for the Contract A, Water System Improvements Phase II, Water Plants & Wells Project with Thieneman in the amount of \$67,672.73.

Operational Data:

April Totals

SANITARY SEWER SYSTEM

- (31) Sanitary sewer lift station work orders completed.
- (61) Sanitary sewer grinder pump station work orders completed.
- (3) Sanitary sewer manholes repaired.
- (1) Sanitary sewer force main repaired.
- (9914) LF of sanitary sewer main cleaned.
- (90) LF of sanitary sewer main CCTV'd
- (3) Sanitary sewer pumps rebuilt.
- Cutting and trimming grass as needed at Utility properties.

Water Distribution Underground Maintenance

- (3) Water main breaks repaired.
- (2) Water service line meter pits installed.
- (3) Water service lines repaired.
- (9) Yard restorations completed.
- Maintained all street and sidewalk cuts until final restoration can be made.
- (16) Fire hydrant inspections.
- (108) Water main valves exercised.
- (15) Valve box repairs performed.
- (3) Water main shut outs performed.
- (3) Water line leak investigation performed.
- (33) Inspections for projects performed.

WATER PLANT/WELL ACTIVITY

Fort Harrison Water Plant

- Ongoing coordination with TCI and Wessler Engineering in getting new filter plant operational.
- Testing alarms with Wessler on backup generators.
- Worked with Wessler and TCI to replace flow meter on Well 9.
- Cutting and trimming grass as needed.

Indian Lake Water Plant

- Ongoing coordination with TCI and Wessler Engineering in getting work completed at water plant.
- Worked with National Water to get Well 16 cleaned and get samples.
- Installed conduit and (2) electrical outlets.
- Bastin Logan worked on aerator motor.

- Cutting and trimming grass as needed.

Richardt Water Plant

- Repaired (caulked) leak around hatch at Well House 1.
- Cutting and trimming grass as needed.

Winding Ridge Booster Station

- Worked with Wessler and TCI to switch over to new pump controls and set up SCADA system.
- Cutting and trimming grass as needed.

52nd Street Tower

- Cutting and trimming grass as needed.

Oaklandon Tower

- Cutting and trimming grass as needed.

Water Quality Samples

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

Miscellaneous

- (2) Water Plant Operators attended the AWWA Conference for continuing education hours.

BUSINESS OFFICE/SERVICE DEPARTMENT

April Totals

- 15144 Active accounts.
- 1507 Work orders completed.

BILLING ADJUSTMENTS:

1. 10212 Applespice Drive – customer is requesting an adjustment for \$2,152.36 in the sewer portion of the bill due to a service line leak. We recommend approval.
2. 4922 Bassett Drive - customer is requesting an adjustment for \$269.24 in the sewer portion of the bill due to a service line leak. We recommend approval.