

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
MAY 27, 2020 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Steven Hall

Members Present via Remote Conference: Tracy Boyd, Terry Gingles, David Parnell and Dale Tekippe

Others Present: USB Recording Secretary Tina Whitcomb

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 asked for a motion to approve the Minutes from the May 12, 2020 regular meeting. Ms. Boyd 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 in the amount of \$549,730.17 and the Payroll Voucher for \$114,844.61. Mr. Parnell moved to approve the claims and payroll voucher and Mr. Gingles 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 discussed the items that were on the agenda. He pointed out that the bid opening meeting for Phase II Water Improvements Project was changed to June 25, 2020 at 3:30 p.m. at the request of a contractor. The reason for the change was that contractors would be at another bid meeting in another town on June 22nd. Allowing a couple days between bids could allow for a better response for our bid. Mr. Gingles stated, and Ms. Boyd agreed, to send electronic copies of the Capital Improvement Program to the Board. Mr. Salsbery stated that the Board would get a copy of the report via email or paper copies, as they desire. Ms. Boyd then asked if all employees and their families are safe from the coronavirus and Mr. Salsbery indicate that everyone is well.

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion for approval of SRF Disbursement Form #90 to Wessler Engineering for \$1,420.00. Ms. Boyd 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.

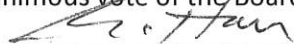
Mr. Hall requested a motion for approval Task Order No. 11 from Wessler Engineering. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

Account Adjustments: Mr. Hall requested a motion to approve a sanitary sewer adjustment for \$697.25 at 7811 Camfield Way due to a service line leak and a sanitary sewer adjustment for \$1,084.99 at 5429 Purpura Drive due to a service line leak. 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.

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

Citizen Comments: There was none.

There being no further business to come before the Board, the meeting adjourned at 5:43 p.m. by unanimous vote of the Board.



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.