

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
JUNE 8, 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 Tina Whitcomb

**Staff Present:** Utilities Superintendent Scott Salsbery, Director of Operations Paul Wanner, Controller Jason Fenwick and Deputy Controller Tyler Douthit

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 May 25, 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 \$451,826.02, which included the Payroll Voucher for \$121,850.56. 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 is attached to the Minutes for record-keeping purposes.)

**Unfinished Business:** There was none.

**New Business:** Mr. Hall requested a motion to approve Change Order No. 2 from Thieneman Construction, Inc. for the Water System Improvements – Phase II to increase the project by \$71,841.00. 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 to approve the Notice of Award for the Maple Lane, Zoeller Avenue, and Wallingwood Drive Water Main Replacement Project to Miller Pipeline, LLC as the successful bidder. 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:** There was none.

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

Mr. Salsbery informed the Board that Mr. Fenwick would be leaving the City at the end of the week. He thanked Mr. Fenwick for his outstanding service over the past five and a half years and presented him with a plaque on behalf of the Utility. Mr. Salsbery then stated that Tyler Douthit has been appointed as the City's Controller. Mr. Hall asked the Board if there were any objections to Mr. Douthit's appointment as the Utility's Chief Financial Officer and was met with none. Mr. Douthit will begin his duty as the Utility's CFO on June 14, 2021.

**Citizens Comments:** There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:49 p.m. by Mr. Tekippe and was seconded by Mr. Parnell. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

  
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Steven Hall, Chairman

  
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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.*



## June 8, 2021 – Superintendent's Report

### ADMIN UPDATE:

The Utility is seeking approval of Change Order #2 on the Phase II - Contract A water system improvements project. This CO is a combination of several Proposed Change Orders (PCO's 2,3,4,5,6,7,9,10,11,12 &13). The net additional cost of CO #2 is \$72,091 and it will also add 56 days to the substantial completion date. I have reviewed all these PCO's and recommend approval of CO #2. Brian McKinney with Wessler Engineering will be available at the June 8 meeting in case there are any technical questions. A brief explanation of the PCO's follows:

- PCO 002 - Adds \$7,725 for cleaning, inspection and repair work on blower motor for aerator at Indian Lake Plant. The original project scope did not include aerator work until we started having blower motor issues and then opened the aerators up. This work is necessary and will improve the aeration process and add years of life to the aerators.
- PCO 003 - This is a credit of \$42,000 realized by eliminating the need to construct a retaining wall on the north side of the Fort Harrison WTP by shifting the access road and backwash tank to the south.
- PCO 004 - Adds \$5,000 to install additional manway hatches to facilitate filter rehabilitation work as well as future filter maintenance needs.
- PCO 005 - Adds \$13,027 for the extra work required to remove a buried concrete basement that was discovered on the Fort WTP site during project excavation for the new storage building. No one was aware of the basement during design.
- PCO 006 - Adds \$1,644 provides for an additional circuit and Input/Output on the SCADA system for the new air compressor at the Fort WTP. This was added at the request of the Utility.
- PCO 007 - This is a credit of \$13,320 for the deletion of awnings on the new filter and storage buildings.
- PCO 009 - Adds \$22,950 for additional work required involving deeper excavation and the re-routing and capping of two existing utility lines that were discovered to be in direct conflict with the new plant effluent meter vault at the Fort WTP. These lines were not shown as they were actually located on the plans provided to Wessler during the design phase.
- PCO 010 - Adds \$22,567 due to unforeseen conditions at the existing Fort pump station building with regard to the new generator and Automatic Transfer Switch. This issue also resulted in delays to the GC (Thieneman) for which the additional 56 days is requested for substantial completion.
- PCO 011 - Adds \$20,362 for several electrical, instrumentation and controls changes made at Winding Ridge Ground Storage pump station and Well 14 at Indian Lake.
- PCO 012 - Adds \$25,819 for the masonry repairs required at the Indian Lake WTP due to the issues with the overfilling of the backwash tank during backwashing operation. The tank was overfilled because we did not have proper sensors to monitor the actual tank level and a problem with the backwash discharge piping outside the plant.

## **WATER PLANT/WELL ACTIVITY**

### Fort Harrison Water Treatment Plant

- Cutting grass as needed.
- Performed Well checks.
- Cleaned chemical injection quill.
- Repaired leak on chlorine feed line.

### Indian Lake Water Treatment Plant

- Cutting grass as needed.
- Replaced chlorine pump.
- Repaired leak on chlorine line.
- Performed Well checks.
- Contractor finished repairs to aerator 1.
- Contractor finished repairs on both West filters.

### Richardt Water Treatment Plant

- Cutting grass as needed.
- Cleaned chemical injection quill.
- Repaired leak in chlorine line.

### Winding Ridge Booster Station

- Cutting grass as needed.

### 52<sup>nd</sup> Street Water tower

- Cutting grass as needed.

### Oaklandon Water Tower

- Cutting grass as needed.

### Misc.

- 51 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.
- Performed service on mowers.

## **BUSINESS OFFICE/SERVICE DEPARTMENT**

Totals to be provided on June 22<sup>nd</sup> report

- Active accounts.
- Work orders completed.

**BILLING ADJUSTMENTS: There are no adjustments.**