

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
JUNE 9, 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: Controller Jason Fenwick, 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 27, 2020 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 in the amount of \$1,220,672.72 and the Payroll Voucher for \$115,598.55. 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 stated that the only thing on the agenda was for a cleaning contract with Sweeney Commercial Maintenance Services, Inc. The City wanted to obtain a contract from one vendor for cleaning services for the Utility, Street and Government Center offices. While Sweeney Commercial was not the lowest bidder, the City felt that they would provide better service and a higher level and standard of cleanliness. He also advised the Board that there would be a change order coming for the Brookhaven Water Main Replacement Project. There will be additional work to remove and replace a storm sewer before replacing a water main. He then stated that the Billing Office would open to walk-in customers either June 30 or July 1.

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion for approval of the cleaning services agreement from Sweeney Commercial Maintenance Services, Inc. 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.

Account Adjustments: Mr. Hall requested a motion to approve a sanitary sewer adjustment for \$321.37 at 7525 Sunnyside Road due to a service line leak and a sanitary sewer adjustment for \$849.21 at 7669 Baywood Drive due to a slab leak. Mr. Parnell moved to approve the motion and Mr. Tekippe 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 5:42 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.