

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
JUNE 23, 2020 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Steven Hall

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

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 June 9, 2020 regular meeting. Mr. Parnell moved to approve the Minutes and Ms. Boyd seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

Mr. Hall presented the payment of Claims in the amount of \$718,729.76 and the Payroll Voucher for \$156,626.21. Mr. Gingles moved to approve the claims and payroll voucher and Mr. Parnell seconded the motion. After a roll call vote, 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 discussed the items that were on the agenda. He reminded the Board of the bid opening for Phase II Water Improvements Project scheduled for Thursday, June 25, 2020 at 3:30 p.m. at the Lawrence Government Center. Bids will be opened and read aloud, and then given to Wessler Engineering for review. Attendance is optional.

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion for approval of Change Order No. 4 from Miller Pipeline, LLC to increase the 47th Street Water Main Improvements Project by \$4,092.58. Mr. Parnell moved to approve the motion and Mr. Gingles seconded the motion. Following discussion and a roll call vote, the motion was unanimously approved by a vote of 4-0.

Account Adjustments: Mr. Hall requested a motion to approve a sanitary sewer adjustment for \$863.05 at 7979 Oaklandon Road due to a water heater issue; a sanitary sewer adjustment for \$2,044.91 at 7927 Alamosa Lane due to a service line leak; and a sanitary sewer adjustment for \$727.21 at 6896 Meadowview 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 4-0.

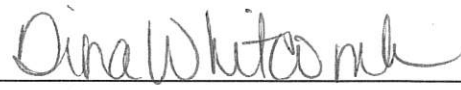
Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizen Comments: There was none.

There being no further business to come before the Board, the meeting adjourned at 5:45 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.



**June 23, 2020 – Superintendent’s Report
ADMIN UPDATE:**

Approval of Change Order #4 for Miller Pipeline on the 47th Street Water Main Replacement Project. The total amount of the CO is \$4,092.58 and includes the re-location of a hydrant that caused a parking problem for a local resident and the requirement to utilize hydro-excavation on a water line installation in order to prevent damage to the roots of an existing tree. We recommend approval of this Change Order. The new contract amount will increase to \$1, 876,717.65, and increase of roughly \$80,000 from the original contract amount. The \$80,000 includes Change Orders 1 through 3 also.

Claims Explanations:

Pay Application for Retainage - \$74,136.33 is for the LS19 project completed by EDCO. This is the final pay application for the project which is the retainage that is held until the project is complete and all punch list items have been resolved/completed.

Tyler Technologies - \$27,025 – this claim is for the work being done to prepare the New World Asset Management module for use.

Operational Data:

SANITARY SEWER SYSTEM

- Performing routine maintenance and upkeep on lift stations and grinder pump stations.

**LOCATES/LEAK LOCATING/VALVE TURNING/HYDRANT
MAINTENANCE/INSPECTIONS**

- Performing routine inspections, emergency shut outs for repairs, valve exercising, valve box repairs, and fire hydrant testing/inspections.
- Semiannual water distribution main flushing has been completed.

WATER DISTRIBUTION

- Performing routine water line repairs, service line repairs, fire hydrant replacements, vehicle repairs, and maintaining street and sidewalk cuts until final restorations can be made.

WATER PLANT/WELL ACTIVITY

- Performing routine maintenance and daily routines to make sure water treatment plants are operating properly.

BUSINESS OFFICE/SERVICE DEPARTMENT

May Totals

- 14995 Active accounts.
- 733 Work orders completed.

BILLING ADJUSTMENTS:

7979 Oaklandon Rd – customer is requesting an adjustment in the sewer portion of the bill for \$863.05 due to a water heater busted and water did not enter sewer. We recommend approval

7927 Alamosa Ln -- customer is requesting an adjustment in the sewer portion of the bill for \$2,044.91 due to a service line leak. We recommend approval

6896 Meadowview Dr.- customer is requesting an adjustment in the sewer portion of the bill for \$727.21 due to a service line leak. We recommend approval