

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
JULY 12, 2022 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

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

Members Present via Zoom: None

Members Absent: None

Others Present: Recording Secretary Tina Whitcomb

Staff Present: Director of Operations Paul Wanner

Other Staff Present: None

Others Present via Zoom: None

Mr. 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 June 28, 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 5-0.

Mr. Hall requested a motion to approve the payment of Claims for \$785,695.15, which included the Payroll Voucher for \$130,690.79. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 5-0.

Superintendent's Report: Mr. Hall asked Mr. Wanner to give the Superintendent's Report. Mr. Wanner stated that all projects are moving forward. He also reviewed the account adjustment and stated that Staff recommended approval. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: There was none.

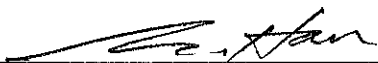
New Business: There was none.

Account Adjustments: Mr. Hall requested a motion to approve the sanitary sewer adjustment at 9736 English Oak Place for \$421.14 due to a spigot leak. Mr. Parnell moved to approve the motion and Mr. Brown seconded the motion. The motion was unanimously approved by a vote of 5-0.

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 5:33 p.m. by Ms. Boyd and was seconded by Mr. Brown. The motion was unanimously approved by a vote of 5-0.



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.



July 26, 2022 – Superintendent’s Report

ADMIN UPDATE:

The Phase II, Contract A Water System Improvements Project (Water Plants) is nearing completion. There are still some punch list items that need to be addressed and they are finishing up work on the reservoir roof.

The Phase II, Contract B Water System Replacements Project is ongoing with the contractor currently working on Franklin Road. As of Tuesday July 19th, the contractor reported that they had four water services left to change over to the new water main on the south side of the railroad tracks, then they would be moving to the north side of the tracks to continue working their way towards Barksdale Way near 56th Street. After Franklin Road is completed, the contractor will move to 46th Street to begin that section.

The 2022 Manhole and Sanitary Sewer Rehabilitation Project has begun and is in the early stages of cleaning sewer mains and performing CCTV work in the project area west of Richardt Avenue.

The 2022 Water Meter Water Replacement Project of 2,500 meters with our contractor NECO is set to begin in August or very soon thereafter.

Last Wednesday on July 20th the Utility Water Loss Audit Team, which consists of Tom Speer (Water Plants/Water Quality/Compliance Manager), Cathy Retmier (Business Office), Andy Hall (Water Distribution Manager), and me (Director of Operations), presented the Lawrence Utilities 2021 Water Loss Audit we had prepared to a member of the Alliance of Indiana Rural Water (AIRW) for validation. You may remember that in 2019 annual water audits became mandatory for water utilities if they wish to be eligible for grants and low-interest loan funding from the Indiana Finance Authority (IFA) for water related projects.

The purpose of the Water Audit is to identify areas where a utility may improve to become more efficient in the operation of their water utility. A water loss audit is an evaluation of the amount of water a utility produces and sells. The benefit of the audit is to identify apparent and real losses so the utility can take corrective action, which results in financial savings.

Areas of priority for us to continue to focus on improving are:

1. Real Water losses - We should continue to see improvement in this area as we continue our efforts in replacing our older water mains and service lines.
2. Water theft is also a contributing factor to water loss we must remain vigilant in detecting and preventing. Typically, detection is via calls from observant customers who see non-utility persons accessing hydrants, and city employees doing the same. Prevention is usually in the form of hydrant locks, which require a special device to be able to remove and open the hydrant while not preventing the fire department from using them in an emergency. Water Theft is considered a Real Loss.
3. Meter Accuracy – Continued testing of our water meters to make sure they are registering properly as well as replacement of the older meters in our system that are under registering or not registering at all which is why we are performing our yearly meter change out programs on

the older meters in our system that have reached the end of their life cycle. Meter accuracy would be considered an Apparent Loss, such as billing human and software errors.

Operational Data:

SANITARY SEWER SYSTEM

- Performing routine maintenance and upkeep on lift stations and grinder pump stations.
- Performing routine maintenance on the gravity sanitary sewer collection system.
- Continuing to work with Structurepoint on information needed for the Agreed Order of Consent to stay in compliance.
- Working with Structurepoint getting ready for the 2022 Sanitary Sewer Rehabilitation project.

Water Distribution Underground Operations

- Performing routine inspections, emergency shut outs for repairs, valve exercising, valve box repairs, and fire hydrant testing/inspections.
- 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.
- Working with contractors as necessary on all Lawrence Utilities Capital projects.
- Performing testing and inspections as necessary for private projects in the city.

WATER PLANT/WELL ACTIVITY

- Performing routine maintenance and daily routines to make sure water treatment plants are operating properly.
- Coordinating with Contractor for the Water Treatment Plant Rehabilitation Project.

BUSINESS OFFICE/SERVICE DEPARTMENT

June Totals

- 15162 Active accounts.
- 1417 Work orders completed.

BILLING ADJUSTMENTS:

- None