

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
JULY 13, 2021 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

**Members Present:** Tracy Boyd, David Parnell, and Dale Tekippe

**Members Present via Zoom:** Zachary Brown

**Others Present:** Recording Secretary Tina Whitcomb

**Staff Present:** Utilities Superintendent Scott Salsbery and Director of Operations Paul Wanner

Co-Chair Tracy Boyd called the meeting to order at 5:30 p.m. and announced a quorum.

Ms. Boyd requested a motion to approve the Minutes from the June 22, 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 4-0.

Ms. Boyd presented the payment of Claims for \$1,434,465.06, which included the Payroll Voucher for \$195,566.09. Mr. Parnell moved to approve the claims and payroll voucher and Mr. Tekippe seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

**Superintendent's Report:** Ms. Boyd asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery stated that he would review each agenda item as it is introduced since there were eight agenda items. He also informed the Board that there were four account adjustments to be approved, and stated that Staff recommended approval. (A copy of the report is attached to the Minutes for record-keeping purposes.)

**Unfinished Business:** There was none.

**New Business:** Ms. Boyd requested a motion to approve the Water Line General Construction Observation Agreement for Silver Stream, Phase I and the Sanitary Sewer General Construction Observation Agreement for Silver Stream, Phase I. 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 4-0.

Ms. Boyd requested a motion to approve Amendment No. 2 from Wessler Engineering, Inc. for the 2020 Water Main Replacements Project. 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 4-0.

Ms. Boyd requested a motion to approve an agreement with Barnes & Thornburg for assistance on EPA Clean Water Act Enforcement Issues. 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 4-0.

Ms. Boyd requested a motion to approve the Fort Harrison Wellfield Survey from USI Consultants, Inc. for \$24,000.00. 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 4-0.

Ms. Boyd requested a motion to approve the 2021 EPA Assistance from American Structurepoint, Inc. for \$25,000.00. 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 4-0.

Ms. Boyd requested a motion to approve the Notice of Award for the Phase II, Contract B: Water Main Improvements to J.G. Case Construction, Inc. for \$3,367.585.00. 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 4-0.


Ms. Boyd requested a motion to approve an agreement with MSD of Lawrence Township to allow mounting a magnetic antenna to the 52<sup>nd</sup> Street Water Tower. 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 4-0.

**Account Adjustments:** Ms. Boyd requested a motion to approve a sanitary sewer adjustment at 4125 North Hartman Drive for \$405.16 due to a service line leak; a sanitary sewer adjustment at 11418 Drabble Lane for \$1,217.91 due to a service line leak; a sanitary sewer adjustment at 10333 Liverpool Way for \$3,088.14 due to a service line leak and a sanitary sewer adjustment at 5972 Honeywell Drive for \$588.37 due to a second service line leak repair. 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 4-0.

**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 5:46 p.m. by Mr. Parnell and was seconded by Mr. Tekippe. After a roll call vote, the motion was unanimously approved by a vote of 4-0.

  
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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.*



**July 13, 2021 – Superintendent’s Report  
ADMIN UPDATE:**

Utility management is seeking approval of an amendment No. 2 to the existing engineering agreement with Wessler Engineering for the Phase II-Contract B Water Main Improvements (2020 Water Main Replacements) to allow for the addition of two areas to the project scope: The first is to replace the water main supplying water to the Kroger Complex at 79th & Fall Creek. This main is experiencing an increase in failure rates and we will also be adding a pressure reducing valve to reduce pressures in the complex to be between 60 and 80 psi. The second area is a small street called McGuire Court, which is a dead-end off of 46th Street east of Richardt Street. Our plan is to bid the Fall Creek main replacement at a later date this year and to add the McGuire Court work as a Change Order on the upcoming Phase II Contract B water main project. The engineering, bid phase, Construction Admin and Inspection fees for these two additional areas will add \$128,000 to the original agreement. We recommend approval of this amendment.

Utility management is seeking approval of an engineering agreement with USI Consultants in the amount of \$24,000 to perform surveying work in the Fort Harrison Wellfield in order to provide a clear description of the Utility's assets in the wellfield, which are located inside the Fort Harrison State Park. In conversation with IDNR concerning the need to add additional wells inside the wellfield, their Land Acquisition department has requested this survey work to be done because there is no proper exhibit attached to the original easement. This is part of the process for our being able to build new wells inside the State Park grounds. We recommend approval of this agreement so we can move forward with our plans to develop new water supply wells in the Fort Wellfield.

The Utility is seeking approval of an engagement letter with Barnes & Thornburg in order to represent the Utility in the matter of a proposed Administrative Order of Consent (AOC) from the EPA. The proposed order, which we will be negotiating the terms of with the EPA, seeks to add additional requirements on the Sewer Utility in order to address chronic Sanitary Sewer Overflows, which are at the root of the original order as well as this new proposed action. Because of the response timelines we need to meet we recommend approval of this engagement letter. Mr. Fredric Andes of BT Law will be representing the Utility. Mr. Andes represented us in negotiations for the original order that was finalized back in 2010 and has extensive experience working with municipalities and EPA actions of this kind. There is a NTE cost of \$25,000 and we recommend approval of this engagement letter.

In order to support Mr. Andes with technical information and data, we will be utilizing American Structurepoint in much the same capacity as we did back when the original order was put in place. ASI's previous work on our master Sanitary Sewer Evaluation Study along with their knowledge of our ongoing capital improvements will provide for efficient and effective technical support for our negotiations with the EPA as well as our upcoming sanitary sewer rate study. Thus, we are seeking approval of Task Order No. 5 in the amount of \$25,000 for technical support to our legal team with regard to responding to the proposed AOC.

These developments and their complexity will require that we engage the services of a financial advisor to perform a rate study for the sewer utility. We will be coming to the Board soon with a recommendation for engaging an outside firm to prepare the needed sanitary sewer rate study.

## **Operational Data:**

### **June Totals**

#### **SANITARY SEWER SYSTEM**

- 40 Sanitary sewer lift station work orders completed.
- 3 Sanitary sewer grinder pump station work orders completed.
- 74 Sanitary sewer manhole inspections performed.
- 1 Sanitary sewer force main repaired.
- Performed a spot repair on 18" sanitary sewer main.
- 18,759 LF of sanitary sewer main cleaned.
- Cutting grass and trimming trees as needed at lift stations.

#### **Water Distribution Underground Maintenance**

- 1 fire hydrant repaired.
- 267 Fire hydrants inspected
- 22 Water main valves exercised.
- 2 water main shut outs performed for water line repairs.
- 2 Water line leak investigations performed.
- 1 project plan review performed.
- 14 inspections for projects performed
- 3 Water main breaks repaired.
- 4 Water service line meter pits installed.
- 13 contracted concrete repairs from water line repairs completed.
- Maintaining street & sidewalk cuts until final restorations can be made.

#### **WATER PLANT/WELL ACTIVITY**

##### **Fort Harrison Water Treatment Plant**

- Cutting grass as needed.
- Routine daily operations.
- Well #10 was repaired by contractor. It was damaged due to power surge from a power outage during a storm.

##### **Indian Lake Water Treatment Plant**

- Cutting grass as needed.
- Working with contractor as needed for the water plant renovation project.
- Took Well readings to check static and pumping levels along with flow rate and pressure readings to check Well performance.

##### **Richardt Water Treatment Plant**

- Cutting grass as needed.
- VFD for HS pump #3 was repaired by contractor.
- Cleaned aerator screens.
- Cleaned filters on VFD drives for Wells and HS pumps.
- Cleaned filters on air compressor for the pneumatic valves.

##### **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.
- Cut grass at 7750 Oaklandon property (Retired Water treatment Facility pending sale)

**BUSINESS OFFICE/SERVICE DEPARTMENT**

**May Totals**

- 15,128 Active accounts.
- 1089 Work orders completed.

**BILLING ADJUSTMENTS:**

- 4125 N Hartman Dr. – customer is requesting an adjustment for \$405.16 for the sewer portion of the bill due to a service line leak. We recommend approval
- 11418 Drabble Ln. - requesting an adjustment for \$1,217.91 for the sewer portion of the bill due to a service line leak. We recommend approval
- 10333 Liverpool Way – customer is requesting an adjustment for \$3,088.14 for the sewer portion of the bill due to a service line leak. We recommend approval
- 5972 Honeywell Dr. – customer is requesting an adjustment for \$588.37 due to a second service line leak repair. Consumption clearly indicates a second leak that occurred. Scott Salsbery approved the second adjustment and we recommend approval.