

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
JULY 14, 2020 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Steven Hall and Dale Tekippe

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 23, 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 5-0.

Mr. Hall presented the payment of Claims in the amount of \$560,875.17 and the Payroll Voucher for \$115,410.05. Mr. Tekippe 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 5-0.

Superintendent's Report: Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery discussed the items that were on the agenda.

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion for approval of SRF Disbursement form No. 91 to Wessler Engineering for \$2,057.00. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion for approval of intranet service lines at the water treatment plants. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following discussion and a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion for approval of the Notice of Award for the Water System Improvements – Phase II project. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion for approval of Resolution No. 3, 2020 ratifying actions taken by the President of the USB during the public health emergency. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. Following discussion and a roll call vote, the motion was approved by a vote of 4-0, with Mr. Hall abstaining.

Mr. Hall requested a motion for approval of the Master Government Lease Agreement for the Utility fleet. Mr. Fenwick explained that the Master Agreement is a document that is used for all departments and that separate Lease Schedules are then prepared for all vehicles so financed and are specific to the departments making the lease arrangement, which is typically for larger vehicles and equipment. Mr.

Parnell moved to approve the motion and Ms. Boyd seconded the motion. Following discussion and a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion for approval of the Lease Purchase Schedule for the acquisition of a 2020 Ford F550 service truck with crane. Mr. Fenwick explained that while some vehicles are purchased outright, others are acquired through lease purchase agreements, and the Board had previously planned for this purchase in the 5-year Capital Improvements budget passed by it last fall. Mr. Parnell moved to approve the motion and Mr. Gingles seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 5-0.

Account Adjustments: Mr. Hall requested a motion to approve the following sanitary sewer adjustments: (1) 10734 Timber Oak Circle for \$258.17 due to a service line leak; (2) 12744 Castilla Place for \$814.73 due to a service line leak; (3) 5910 Draycott Drive for \$780.82 due to a service line leak; (4) 5404 Wilder Way for \$773.00 due to a slab leak; (5) 5954 Honeywell Drive for \$558.91 due to a service line leak; (6) 6107 Bannister Court for \$804.08 due to a service line leak; and (7) 7923 Arvada Place for \$816.23 due to a service line leak. 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.

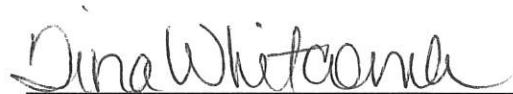
Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizen Comments: There was none.

There being no further business to come before the Board, the meeting adjourned at 5:53 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.