

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
JULY 27, 2021 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Stephen Hall and David Parnell

Members Present via Zoom: Tracy Boyd and Dale Tekippe

Others Present: Recording Secretary Tina Whitcomb

Staff Present: Director of Operations Paul Wanner

Chairman 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 July 13, 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.

Mr. Hall presented the payment of Claims for \$306,716.07, which included the Payroll Voucher for \$124,005.69. 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 4-0.

Superintendent's Report: Mr. Hall asked Mr. Wanner to give the Superintendent's Report. Mr. Wanner reviewed the items on the agenda. 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: Mr. Hall requested a motion to approve the lateral inspections for Silver Stream, Section I from Beam, Longest & Neff. 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: Mr. Hall requested a motion to approve a sanitary sewer adjustment at 4501 North Hartman Drive for \$1,335.39 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.

Mr. Hall requested a motion to approve a sanitary sewer adjustment at 10610 Sedgegrass Drive for \$710.53 due to a service line 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 4-0.


Mr. Hall requested a motion to approve a sanitary sewer adjustment at 12439 Teacup Way for \$336.71 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.

Mr. Hall requested a motion to approve a sanitary sewer adjustment at 9443 English Oak Drive for \$318.74 due to a service line 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 4-0.

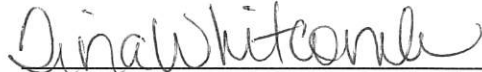
Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizens Comments: There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:38 p.m. by Mr. Parnell and was seconded by Ms. Boyd. After a roll call vote, the motion was unanimously approved by a vote of 4-0.



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.



July 27, 2021 – Superintendent’s Report

ADMIN UPDATE:

The Utility is seeking approval of the agreement with BLN for them to provide the construction inspection services associated with Silver Stream Section 1 sanitary sewer inspections. Previously, the Board approved the Construction Observation Agreement between the Utilities and Arbor Homes. This one is between the Utility and BLN. We recommend approval. As you will recall, the costs associated with this are a pass-through, and the developer pays the fees to us and we disburse to BLN.

On Wednesday July 21st, we met via the internet with representatives from the EPA, our legal representative Mr. Fredric Andes, and our engineers with American Structurepoint to discuss our initial response to the proposed Administrative Order of Consent (AOC) that we sent to us by the EPA. The action undertaken by the EPA is in response to our failure to meet spending obligations under the original Agreed Order and because of our continued problems with Sanitary Sewer Overflows at 46th & Post Road, 71st & Oaklandon Road and 7699 53rd Street. We are now tasked with preparing a formal written response in the form of a redlined version of their original proposed AOC, which we have agreed to provide by August 4th. Work on the document has already started. Once the EPA has reviewed our formal response, they will then contact us for an additional meeting so we can arrive at a final determination as to what requirements the final AOC will contain.

Because we have not adjusted sewer rates since 2009, we have consequently had less money to dedicate to I&I and other necessary capital projects and other needs. In addition, we have not only failed to keep up with rising operational costs, but have also been absorbing annual sewage treatment cost increases without additional revenue to meet it, further straining our sewer budget. We are at the point now where we have to move forward with a sewer rate increase. To do so, we plan on engaging the services of a financial consulting firm to prepare the study and recommendation to be presented to the Board and then to the Council. We hope to be bringing a proposal to the Board at our first meeting in August.

In addition, we will need to start work on a Basis of Design report and additional engineering design work to address the issues with 46th Street, 71st Street and 53rd Street SSO issues that were called out specifically in the proposed AOC from the EPA. We plan to bring an amendment to the EPA Assistance Task Order with ASI to the Board at the August 10th meeting to have this work start as soon as possible.

OPERATIONAL DATA:

SANITARY SEWER SYSTEM

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

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.

WATER PLANT/WELL ACTIVITY

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

BUSINESS OFFICE/SERVICE DEPARTMENT**June Totals**

- 15,122 Active accounts.
- 1,329 Work orders completed.

BILLING ADJUSTMENTS:

1. 4501 N Hartman Drive – customer is requesting an adjustment in the sewer portion of the bill for \$1,335.39 due to a service line leak. We recommend approval.
2. 10610 Sedgegrass Drive – customer is requesting an adjustment in the sewer portion of the bill for \$710.53 due to a service line leak in the slab. We recommend approval.
3. 12349 Teacup Way – customer is requesting an adjustment in the sewer portion of the bill for \$336.71 due to a service line leak. We recommend approval.
4. 9443 English Oak Drive – customer is requesting an adjustment in the sewer portion of the bill for \$318.74 due to a service line leak. We recommend approval.