

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
AUGUST 23, 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: Utilities Superintendent Scott Salsbery and 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 August 9, 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 \$435,581.89, which included the Payroll Voucher for \$129,363.49. Ms. Boyd moved to approve the motion and Mr. Parnell seconded the motion. Following discussion, 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 reviewed the items on the agenda and briefed the Board on on-going projects. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion to approve Resolution No. 7, 2022 declaring certain property to be surplus and authorizing disposal. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve Change Order No. 3 from J.G. Case Construction, Inc. to increase the change in contract times for the Water System Improvements – Phase II, Contract B Project. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Account Adjustments: There was none.

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 Mr. Tekippe. Following a roll call vote, the motion was unanimously approved by a vote of 5-0.


Tracy Boyd, Co-Chair


Tina Whitcomb, Recording Secretary

These Minutes are not intended to be verbatim. They are a summary of discussions held, except for motions.



August 23, 2022 – Superintendent’s Report

ADMIN UPDATE:

The Utility and its consultants, Baker Tilly, Barnes & Thornburg, Kroger Gardis & Regas and London Witte Group have attended two Council Finance Committee meetings recently to present information and answer questions from the council concerning the proposed sewer rate and bond ordinances. I believe these meetings have been very productive and allowed us to explain in detail the needs of the sewer utility and why it is important to pass these ordinances. We are slated to have a Public Hearing at the September 6th Council Meeting and thereafter the Council may take them to a vote. I am not sure if the vote will be at the council meeting after the public hearing, or at the next council meeting.

Our capital projects are moving along, although we are still seeing issues with our contractors’ reporting delays in receiving parts and materials for the projects. This is evidenced by the submittal of Change Order #3 from JG Case Construction, the contractor for our Phase II Water System Improvements, Contract B Water Main Replacement Project. CO #3 is a request for additional time to be added to the project due to these delays, plus a delay of the original start date as mobilization had to be pushed back. In discussing the matter in detail with our engineering team and the contractor, we feel that the additional time requested, 212 Days, is appropriate in the circumstances. We therefor are recommending approval of Change Order #3 to add 212 days to the project’s completion dates.

We are also moving forward with the 52nd Street Tower project. LU staff have been in communication with the contractor, American Suncraft, and Tank Industry Consultants, our engineering firm on this project and work is scheduled to start early to mid October. At present, the contractor is in the process of submitting materials and other information to the engineer for review to ensure they meet the project specifications. We anticipate another great project from these two companies, who also performed the work on the Oaklandon Tower. Please keep in mind that this project also includes an exterior wash and touch up as needed on the exterior coatings of both the 52nd and Oaklandon tanks.

At the Fort Harrison plant, things are rapidly moving to final completion, and we expect that a grand opening will be scheduled for some time in September. The 3-million gallon reservoir is back in service now and we are just addressing final issues with restoration and minor punch-list items.

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 Engineer and Contractor as needed for the 2022 Manhole and Sewer Main Rehabilitation Project (SWIF/ARPA)
- Cutting and trimming grass at all sewer facility locations as needed.

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 Engineer and Contractor for the Water Treatment Plant Rehabilitation Project.
- Cutting and trimming grass at all water treatment/storage facilities as needed.

BUSINESS OFFICE/SERVICE DEPARTMENT

July Totals

- 15183 Active accounts.
- 1435 Work orders completed.

BILLING ADJUSTMENTS: NONE