

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
OCTOBER 10, 2023 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Steven Hall, David Parnell, and Dale Tekippe

Members Present via Teams: Tracy Boyd and Zachary Brown

Members Absent: None

Others Present: Recording Secretary Mary Jo Rothenbush

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

Other Staff Present via Teams: None

Chairman Steven 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 September 26, 2023, regular meeting. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve the payment of Claims for \$506,447.41, which included the Payroll Voucher for \$143,062.43. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. Following 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 briefed the board of on-going projects and reviewed the agenda items with recommendation of his approval for both items.

Unfinished Business: There was none.

New Business: Mr. Hall requested a motion to approve Task Order No. 2 Supplement for design and other engineering services associated with the construction of new Wells 11 and 7A in the Fort Harrison Wellfield. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 5-0. Mr. Hall requested a motion to approve Change Order No. 6 to increase the cost of the Water System Improvements – Phase II, Contract B: Water Main Improvements Project by \$134,175.00. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. Following a roll call vote, the motion was unanimously approved by a vote of 5-0.

Account Adjustments: None

Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: None.

Citizens Comments: None.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:41 p.m. by Mr. Parnell and was seconded by Tekippe. Following a roll call vote, the motion was unanimously approved by a vote of 5-0.



Steven Hall, Chairman



Mary Jo Rothenbush, Recording Secretary

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



October 10, 2022 – Superintendent's Report

ADMIN UPDATE:

The Utility is seeking approval of Change Order #6 for Phase II, Contract B: Water Main Improvements Project. The total cost of this CO is \$134,175.00 due to additional quantities of materials required for galvanized water service line replacements, flowable fill, service line materials, and (2) 16-inch butterfly valves. We recommend approval.

The Utility is seeking approval of Task Order 2 with BLN Engineering for the design of the new Well House 11 and Well House 7A in the amount of \$268,500. This includes additional analysis of the existing bridge to modify it to be able to support the weight of the Well Drilling equipment. Please note that there will be additional Bid Phase and Construction Admin & Observation Fees once we move on to Well 7A construction. We recommend approval.

Operational Data: September Totals

SANITARY SEWER SYSTEM

- (43) Sanitary sewer lift station work-orders completed.
- (4) Sanitary sewer grinder pump work orders completed.
- (1) Sanitary sewer force main repair completed.
- (1) Sanitary sewer lateral connection repaired at the sewer main on t-wye.
- 2542 LF of sanitary sewer main cleaned.
- 4277.6 LF of sanitary sewer main CCTV'd.
- Mowing and trimming grass as needed.

Water Distribution Underground Maintenance

- (3) Water main repairs completed.
- (15) Water service line meter pits installed.
- (2) Water service line repairs completed.
- (9) Yard restorations completed.
- Performed bi-annual water main flushing of the distribution system.
- (51) Water main valves exercised.
- (7) Water main shut outs performed.
- (44) Inspections for projects performed.
- Performed vehicle and equipment maintenance as needed.
- Maintained all street and sidewalk cuts until final restoration can be made.

WATER PLANT/WELL ACTIVITY

Fort Harrison Water Plant

- Replaced chlorine pump head at filter house.
- Repaired chlorine day tank fill line at pump house.
- Peerless Midwest performed service for all pump and Well motors.
- Generators inspected.
- Replaced all upper air relief valves on High Service Pumps.
- Installed chemical labels and signs as required.

- Cleaned HVAC filters.
- Adjusted and greased west gate.
- Browns Oil delivered fuel for the generator.
- Mowing and trimming grass as needed.

Indian Lake Water Plant

- Replace high level float in chlorine day tank.
- Cleaned chemical injection quill.
- Peerless Midwest performed service for all pump and Well motors.
- Collected PFAS samples.
- INDNR collected readings from Wells.
- Generators inspected.
- Donaldson Painting replaced caulking around iron filters.
- Mowing and trimming grass as needed.

Richardt Water Plant

- Replaced lower chlorine injection fitting on day tank.
- Repair chlorine line at transfer pump.
- Generator inspected.
- Mowing and trimming grass as needed.
- Cleaned and greased mowers.
- Worked with Wessler to address communication issues with SCADA system.
- Rebuilt wiring harness to vent motor in Well House 3.
- Peerless Midwest performed service for all pump and Well motors.
- INDNR collected readings from Wells.

Winding Ridge Booster Station

- Performed facility safety inspections.
- Mowing and trimming grass as needed.
- Generator inspected.

52nd Street Tower

- Performed facility safety inspections.
- Mowing and trimming grass as needed.

Oaklandon Tower

- Performed facility safety inspections.
- Mowing and trimming grass as needed.

Water Quality Samples

- 50 water samples were taken from the distribution system and taken to an independent lab for testing.
- Fluoride samples collected and delivered to MCHD.

BUSINESS OFFICE/SERVICE DEPARTMENT

BILLING ADJUSTMENTS: None