

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
OCTOBER 11, 2022 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Tracy Boyd, Steven Hall, and David Parnell

Members Present via Zoom: None

Members Absent: Zachary Brown and Dale Tekippe

Others Present: Recording Secretary Tina Whitcomb

Staff Present: Utilities Superintendent Scott Salsbery

Other Staff Present: Deputy Mayor David Hofmann

Others Present via Zoom: None

Chairman Steven Hall called the meeting to order at 5:30p.m. and announced a quorum.

Mr. Hall requested a motion to approve the Minutes from the September 27, 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 3-0.

Mr. Hall requested a motion to approve the payment of Claims for \$926,268.94, which included the Payroll Voucher for \$132,687.68. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 3-0.

Superintendent's Report: Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery stated that all on-going projects are moving forward. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: There was none.

New Business: There was none.

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 5:32 p.m. by Mr. Parnell and was seconded by Ms. Boyd. The motion was unanimously approved by a vote of 3-0.



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.



October 11, 2022 – Superintendent's Report

ADMIN UPDATE:

The Utility management is pleased to present the attached Master Services Agreement and Task Orders 1 and 2 with BLN Engineering for approval.

Task Order 1 consists of survey, exhibit creation, meetings and associated administrative work to get the new well drilling started for the 2 sites approved by IDNR for Well 7(R) and Well 11. This work will be invoiced on an hourly basis per the fee schedule attached to the MSA with a Not To Exceed amount set at \$3,000.

Task Order 2 is for BLN to perform a bridge inspection and load rating analysis on the bridge in the Fort Harrison well field that spans Indian Creek. This work needs to be done prior to construction of the new wells commences. The total cost of this TO is \$8,300.

We recommend approval of the master services agreement and Task Orders 1 and 2.

With all other projects moving forward we have no other business or issues to bring before the Board at this meeting.

Operational Data: August Totals

The Operations portion of the bi-weekly report will be omitted while Director of Operations is out on medical leave.

BILLING ADJUSTMENTS: None