

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
NOVEMBER 14, 2023 – 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 Teams: None

Members Absent: None

Staff Present: Utilities Superintendent Scott Salsbery, Director of Operations Paul Wanner, Recording Secretary Tina Whitcomb, and Chief Financial Officer Tyler Douthit

Others Present: Daniel Rapp, 5718 Wallingwood Drive

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 October 24, 2023 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 of \$1,723,380.94, which included the Payroll Voucher for \$195,030.44. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. 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 agenda items and recommended approval. He stated that Mr. Douthit planned to speak about the budget. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

Unfinished Business: Mr. Hall requested to remove the tabled motion for Mr. Daniel Rapp, 5718 Wallingwood Drive, regarding the Wallingwood Drive Water Main Replacement 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. Mr. Rapp was asked to come to the podium but declined to comment.

New Business: Mr. Hall requested a motion to approve Supplement No. 1 to increase the cost of the Brookside Park Water Replacement Project by \$15,000.00 for the resurfacing of 46th Street from Franklin Road to Shadeland Avenue. Ms. Boyd moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve Resolution No. 2, 2023 recommending and requesting that the Common Council take actions necessary and appropriate to allow the Utility to receive Lead Service Line Inventory Type III Grant Funding from the Indiana Finance Authority. 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 Resolution No. 3, 2023 approving the salaries and wages for 2024. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 5-0.

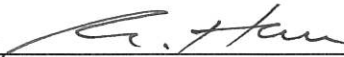
Mr. Hall requested a motion to approve the 2024 Utility Budget Proposal. Mr. Tekippe approved the motion and Mr. Parnell seconded the motion. Following a presentation by Mr. Douthit, the motion was unanimously approved by a vote of 5-0.

Account Adjustments: There was none.

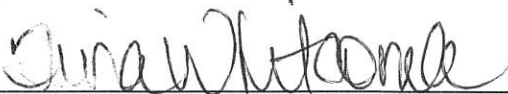
Remonstrations of Ratepayer Dispute Regarding Disconnect Notice: There was none.

Citizens Comments: There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:59 p.m. by Mr. Parnell and was seconded by Ms. Boyd. The motion was unanimously approved by a vote of 5-0.



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.



November 14, 2023 – Superintendent’s Report

ADMIN UPDATE:

The Controller and Utility Management are happy to present the 2024 Budget for your approval. By now you should have had ample time to review the budget packet and the Controller will make a presentation and we will answer any questions you may have. We do recommend that the Board adopt the Budget as well as the 2024 Salary Resolution.

The Utility is also seeking approval of a Resolution recommending to the Council that they approve the required ordinance and related documents so that we can secure the \$400,000 in grant funding available from the Indiana Finance Authority. As we have discussed, this funding will assist in completing the field work associated with the unfunded EPA mandate for Lead Service Line Inventory required under the new Lead and Copper rules. We do recommend approval of this resolution so we can get that to the Council. We would like to thank our attorney, Kaitlin Voller, Kurt Wanninger with Wessler Engineering, Councilors Wells and Denney and Council Attorney Kristina Wheeler for all the work, input and support in securing this funding, and also the Indiana Finance Authority, for making it available.

The Utility is recommending approval for Supplemental #1 to the agreement with VS Engineering, who are performing inspection services for the Brookside Park Water Main Replacement Project. This supplemental agreement for \$15,000 is to cover additional expenses related to the resurfacing of 46th Street, which was added to the Brookside Park water main project under Change Order 1, previously approved.

The Utility is adding an additional \$16,900 to the on-call engineering PO with Wessler Engineering to have them prepare a Utility Work Plan and associated tasks for the Indianapolis DPW Shadeland Avenue Drainage and Roadway Improvements Project. During plan review, it was discovered that there is a water main that is in conflict with their work and, because it is in their right of way, we are responsible for getting it relocated.

On the claims list for tonight’s meeting you will note that there are a couple of large claims. These claims are project related and are for:

1. Utility contribution for Franklin Road resurfacing project (associated with all the excavations we made as part of our water and sanitary sewer projects recently completed) - \$400,000
2. Pay Application 3 for the Fort Harrison Sewer Capacity Improvements Project - \$626,964.28

Operational Data: October Totals

SANITARY SEWER SYSTEM

- (58) Sanitary sewer lift station work-orders completed.
- (3) Sanitary sewer grinder pump work orders completed.
- (6) Sanitary sewer manholes repaired.
- (6) Sanitary sewer manholes inspected.
- (1) Sanitary sewer force main repair completed.
- (1) Sanitary sewer lateral connection repaired at the sewer main on t-wye.

- 5538 LF of sanitary sewer main cleaned.
- 6746.1 LF of sanitary sewer main CCTV'd.
- Mowing and trimming grass as needed.

Water Distribution Underground Maintenance

- (1) Water main repairs completed.
- (4) Water service line meter pits installed.
- (5) Water service line repairs completed.
- (1) Water main valve box repaired.
- (4) Contracted concrete restorations completed.
- (9) Yard restorations completed.
- Completed bi-annual water main flushing of the distribution system.
- (10) Water main valves exercised.
- (4) Water main shut outs performed.
- (3) Water main leak investigations performed.
- (21) 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 transfer pump at filter house.
- Received chemical deliveries.
- Replaced electrical receptacles at Well 9.
- Well readings collected.
- Generators inspected.
- Cleaned Well 8 and installed drain line.
- Mowing and trimming grass as needed.
- LionHeart diagnosed an issue with the backup generator at Well 10.

Indian Lake Water Plant

- Received chemical deliveries.
- Cleaned chemical injection quill.
- Well reading collected.
- Generators inspected.
- Berry Electric repaired condensation heater at Well 15.
- Cleaned Well House 14 and winterized.
- Mowing and trimming grass as needed.

Richardt Water Plant

- Received chemical deliveries.
- Generator inspected.
- Mowing and trimming grass as needed.
- Cleaned and greased mowers.
- Performed Treatment Plant shutdowns in coordination with UM crew for water main abandonments.

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.

BILLING ADJUSTMENTS: None