

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
NOVEMBER 22, 2022 – 5:00 PM  
Regular Meeting  
George Keller Public Assembly Room**

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

**Members Present via Zoom:** Tracy Boyd (joined at 5:37 p.m. due to connection issues)

**Members Absent:** Zachary Brown

**Others Present:** Recording Secretary Tina Whitcomb

**Staff Present:** Utilities Superintendent Scott Salsbery

**Other Staff Present:** 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 November 9, 2022, regular meeting. Mr. Parnell moved to approve the motion and Mr. Tekippe 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 \$1,189,359.71, which included the Payroll Voucher for \$130,382.97. Mr. Tekippe moved to approve the motion and Mr. Parnell 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 reviewed the agenda items and stated that all on-going projects are moving forward. He informed the Board that the Utility Budget will be presented to the Board in December. He then told the Board that there was an error on the second agenda item. The increase for Change Order No. 4 should have read \$15,505.00, not \$143,387.50. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

**Unfinished Business:** There was none.

**New Business:** Mr. Hall requested approval of Amendment No. 3 to increase the 2020 Water Main Replacements Project Construction Admin and Construction Inspection costs by \$98,000.00. 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 4-0.

Mr. Hall requested a motion to approve Change Order No. 4 to increase the 2022 Sewer and Manhole Rehabilitation Project by \$15,505.00. 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 4-0.

**Account Adjustments:** There was none.

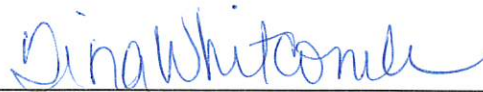
**Remonstrations of Ratepayer Dispute Regarding Disconnect Notice:** There was none.

**Citizens Comments:** There was none.

There being no further business to come before the Board, a motion was made to adjourn the meeting at 5:41 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 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.*



## **November 22, 2022 – Superintendent’s Report**

### **ADMIN UPDATE:**

The Utility is seeking approval of Amendment #3 to the agreement with Wessler Engineering for our Phase II Contract B Water Main Replacement project. As you will recall, we have had to extend the timeline for completion of this project due to lingering supply-chain issues and weather delays early on. This amendment adds an additional \$31,000 for Construction Admin fees and \$67,000 for additional Construction Inspection fees. The total increase of this amendment is \$98,000 and we do recommend approval of the amendment.

### **Operational Data: October Totals**

#### **SANITARY SEWER SYSTEM**

- (15) Sanitary sewer lift station work-orders completed.
- (2) Sanitary sewer grinder pump station work-orders completed.
- (1) Sanitary sewer manholes repaired.
- (21) Sanitary sewer manholes inspected.
- (1) Sanitary sewer force main repairs completed.
- 13,394 LF of sanitary sewer main cleaned. Bringing the 2022 total footage cleaned to 99,704 LF.
- 580 LF of sanitary sewer main CCTV'd.
- Performed backup generator inspections.

#### **Water Distribution Underground Maintenance**

- (4) Water main breaks repaired.
- (2) Water service line meter pits installed.
- (3) Water main line valve box repaired.
- (3) "In-house" concrete restorations completed.
- (9) Yard restorations completed.
- Maintained all street and sidewalk cuts until final restoration can be made.
- (1) Fire hydrants repaired.
- (144) Water main valves exercised.
- (7) Water main shut outs performed.
- (10) Water line leak investigations performed.
- (17) Inspections for projects performed.
- Performed vehicle and equipment maintenance as needed.

#### **WATER PLANT/WELL ACTIVITY**

##### **Fort Harrison Water Plant**

- Picked up the sticks and branches along rear fence line.
- Cut grass and trimmed.
- Going through punch list items with TCI.
- TCI had backup generator reprogrammed to work properly.
- Replaced chlorine injection quill.
- Performing routine daily testing and PM activities.

##### **Indian Lake Water Plant**

- Going through punch list items with TCI.
- TCI had backup generator reprogrammed to work properly.
- Cleaned up and mowed area around filters in rear of facility.
- Replaced post chlorine pump.
- Repaired Well #14 pressure switch.
- Performing routine daily testing and PM activities.

#### Richardt Water Plant

- Worked with UM crew and B L Anderson to rebuild plant effluent valve.
- Wessler replaced cellular radio in SCADA panel.
- Repaired leaking chemical transfer pump.
- Performing routine daily testing and PM activities.
- Cut and trimmed grass.

#### Winding Ridge Booster Station

- Cutting and trimming grass as needed.
- Working on deck replacement.

#### 52<sup>nd</sup> Street Tower

- Cutting and trimming grass as needed.
- Repaired leaking valve at base of tower.

#### Oaklandon Tower

- Cutting and trimming grass as needed.
- Repaired & realigned gate.

#### Water Quality Samples

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

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#### **BUSINESS OFFICE/SERVICE DEPARTMENT**

- 15195 Active accounts.
- 1916 Work orders completed.

#### **BILLING ADJUSTMENTS: NONE**