

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
DECEMBER 8, 2020 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

Members Present: Steven Hall, David Parnell and Dale Tekippe

Members Present via Zoom: Tracy Boyd and Zachary Brown

Others Present: Recording Secretary Tina Whitcomb

Staff Present: Director of Operations Paul Wanner

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

Mr. Hall asked for a motion to approve the Minutes from the November 24, 2020 regular meeting. Mr. Parnell moved to approve the Minutes and Ms. Boyd seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

Mr. Hall presented the payment of Claims in the amount of \$566,290.95 and the Payroll Voucher for \$118,513.24. Mr. Tekippe moved to approve the claims and payroll voucher and Mr. Parnell seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

Superintendent's Report: Mr. Hall asked Mr. Wanner to give the Superintendent's Report. Mr. Wanner stated that the drive-up kiosk at the Lawrence Government Center is operational.

After some disruption due to COVID-19 cases and exposures at the Utility, all staff are in general good health.

The Utility will soon be accepting bids in 2021 for an additional water main extension at 5400 North Carroll Road as well as project design work for the Maple/Zoeller/Wallingwood water main replacement.

Lastly, EPA-required Risk & Resiliency Assessment will be certified to EPA via their website on-time, the deadline being December 31, 2020. Upon certification, the Utility will have an additional six (6) months (June 30, 2021) to complete and certify our updated Emergency Response Plan and Cyber Security Plan in the same manner.

Unfinished Business: There was none.

New Business: There was none

Account Adjustments: Mr. Hall requested a motion to approve a sanitary sewer adjustment at 4446 Red Haven Drive for \$1,797.48 due to a service line leak in the crawl space. Mr. Parnell moved to approve the Minutes and Mr. Tekippe seconded the motion. After a roll call vote, the motion was unanimously approved by a vote of 5-0.

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, the meeting adjourned at 5:36 p.m. by unanimous vote of the Board.



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.