

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
DECEMBER 12, 2023 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

**Members Present:** Tracy Boyd (arrived at 5:35 p.m. due to connection issue), Zachary Brown, Steven Hall, David Parnell, and Dale Tekippe

**Members Present via Teams:** None

**Members Absent:** None

**Staff Present:** Utilities Superintendent Scott Salsbery and Recording Secretary Tina Whitcomb

**Others 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 28, 2023 regular meeting. Mr. Parnell moved to approve the motion and Mr. Brown seconded the motion. The motion was unanimously approved by a vote of 4-0.

Mr. Hall requested a motion to approve the payment of Claims of \$1,008,637.40, which included the Payroll Voucher for \$124,615.17. Mr. Parnell moved to approve the motion and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 4-0.

**Superintendent's Report:** Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery reviewed the agenda items and recommended approval. (A copy of the Superintendent's Report is attached for record-keeping purposes.)

**Unfinished Business:** There was none.

**New Business:** Mr. Hall requested a motion to approve Task order No. 8 with American Structurepoint, Inc. for the Sanitary Asset Valuation Update not to exceed \$21,500.00. Mr. Parnell moved to approve the motion and Mr. Brown seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall requested a motion to approve Amendment No. 5 from Wessler Engineering, Inc. to increase the 2020 Water Main Replacements Project by \$30,000.00. Mr. Parnell moved to approve the motion and Mr. Brown seconded the motion. The motion was unanimously approved by a vote of 5-0.


Mr. Hall requested a motion to approve Change Order No. 7 from J.G. Case Construction, Inc. to increase the cost of the Water System Improvements – Phase II, Contract B: Water Main Improvements Project by \$53,763.50. Mr. Parnell moved to approve the motion and Mr. Brown seconded the motion. The motion was unanimously approved by a vote of 5-0.

**Account Adjustments:** Mr. Hall requested a motion to approve a sanitary sewer adjustment at 5647 Glass Chimney Lane for \$297.29 due to a slab leak. Mr. Parnell moved to approve the motion and Ms. Boyd seconded the motion. Mr. Salsbery stated that Staff reviewed the request and recommended approval. 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, a motion was made to adjourn the meeting at 5:40 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.*



## December 12, 2023 – Superintendent's Report

### ADMIN UPDATE:

The Utility is seeking approval of Task Order 8 with American Structurepoint to perform an update of the Sanitary Sewer Valuation report they originally produced in 2018. Given the number of changes made to the sewer utility in terms of improvements since that time, we feel it is appropriate to have this document updated. We recommend approval of Task Order 8 in the amount of \$21,500.

The Utility is seeking approval of Amendment 5 to the engineering agreement with Wessler Engineering for the Phase II Contract B water main replacement project. The \$30,000 increase is for additional inspection time required on the project. As you may recall, the contractor previously petitioned for additional time on the project, which we did not feel was warranted. The solution we arrived at, and the contractor agreed to, was for the contract price to be reduced by these additional fees. This is the last amendment we will need for this project, and we recommend approval of Amendment 5.

The Utility is seeking approval of Change Order #7 for the Phase II Contract B water main replacement project with an increase of \$53,763.50. This CO encompasses the final adjustment of quantities on the project (the number resulting from totaling the individual line items that were added or deducted in the course of the project) and also the additional cost of \$17,629.50 for additional road repair work that was required when the condition of Kingman Drive was discovered during construction. This road was basically built over dirt with no proper stone base and an inadequate asphalt section. It also includes a deduct for \$25,000 in additional project inspection time from the previous amendment to the agreement with Wessler concerning additional inspection time. There will be at least one more CO to come to make a final deduct in the project cost for the additional \$30,000 in inspection time requested above.

### Operational Data: November Totals

#### SANITARY SEWER SYSTEM

- (42) Sanitary sewer lift station work-orders completed.
- (9) Sanitary sewer grinder pump work orders completed.
- (1) Sanitary sewer force main repair completed.
- 47 LF of sanitary sewer main cleaned.
- 955 LF of sanitary sewer main CCTV'd.

#### Water Distribution Underground Maintenance

- (3) Water main repairs completed.
- (6) Water service line meter pits installed.
- (1) Water service line repairs completed.
- (5) Water main valve boxes repaired.
- (2) Fire hydrants repaired.
- (3) Concrete restorations completed "in-house".
- (3) Contracted asphalt repairs were completed.
- (7) Yard restorations completed.

- (20) Fire hydrants pumped out in preparation for winter months.
- (8) Fire hydrants inspected.
- (4) Water main valves exercised.
- (2) Water main shut outs performed.
- (2) Water main leak investigations performed.
- (5) 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**

- LionHeart made repairs to the generator at Well 10.
- M.E. Simpson performed annual effluent water meter testing.
- K & K Fence repaired the East entry gate.
- Received chemical delivery.
- Cleaned chlorine injection quill and flushed chlorine line.
- Cleaned and inspected chlorine pump.
- Wessler Engineering diagnosed the issue with Well 10 PLC board.
- Performed generator inspections.

### **Indian Lake Water Plant**

- Worked with AES in getting power issue resolved for Well 15.
- M.E. Simpson performed annual effluent water meter testing.
- Received chemical deliveries.
- Well readings were collected.
- Generators fueled up.
- Cleaned bulk chlorine room and transfer pump.
- Performed generator inspections.

### **Richardt Water Plant**

- The generator was fueled up.
- M.E. Simpson performed annual effluent water meter testing.
- Rebuilt chlorine transfer pumps.
- Received chemical deliveries.
- Performed generator inspections.

### **Winding Ridge Booster Station**

- Performed facility safety inspections.

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

- Performed facility safety inspections.

### **Oaklandon Tower**

- Performed facility safety inspections.

### **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.

## **Adjustments**

- 5647 Glass Chimney Ln. - requesting a sanitary sewer adjustment for \$297.29 due to a slab leak. We recommend approval.