

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
DECEMBER 23, 2019 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

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

Others Present: USB Recording Secretary Tina Whitcomb

Staff Present: Utilities Superintendent Scott Salsbery

President 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 December 10, 2019 regular meeting. Mr. Parnell moved to approve the Minutes and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 4-0.

Mr. Hall presented the payment of Claims in the amount of \$430,358.11 and the Payroll Voucher in the amount of \$96,987.15. Mr. Parnell moved to approve the claims and payroll voucher 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 referenced the on-going projects as stated in his report that outlined the items that were being presented before the Board.

Unfinished Business: There were none.

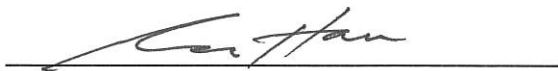
New Business: Mr. Hall asked for a motion for approval of the revised Utility Policy and Procedure Manual. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 4-0.

Account Adjustments: Mr. Hall requested a motion for a sanitary sewer adjustment in the amount of \$615.33 due to a service line leak at 4950 N Sadlier Dr. Mr. Tekippe moved to approve the motion and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 4-0.

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

Citizen Comments: There were none.

There being no further business to come before the Board, Mr. Tekippe moved to adjourn the meeting and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 4-0. The meeting ended at 5:33 p.m.



Steven Hall, President



Tina Whitcomb, Recording Secretary

These Minutes are not intended to be verbatim. They are a summary of discussions held, except for motions.