

**CITY OF LAWRENCE  
UTILITY SERVICE BOARD  
FEBRUARY 12, 2019 – 5:30 PM  
Regular Meeting  
George Keller Public Assembly Room**

**Members Present:** Tracy Boyd, Terry Gingles, Steven Hall, and David Parnell

**Also Present:** USB Recording Secretary Tina Whitcomb

**Staff Present:** Controller Jason Fenwick, Utilities Superintendent Scott Salsbery, Director of Operations Paul Wanner, and Manager Cathy Retmier

President 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 January 22, 2019. Mr. Parnell moved to approve the Minutes and Mr. Gingles 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 \$313,281.29 and the Payroll Voucher in the amount of \$123,234.52. Mr. Gingles moved to approve the claims and payroll voucher and Mr. Parnell 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 updated the Board on various on-going water main replacement projects.

**Old Business:** There were none.

**New Business:**

1. Mr. Hall requested a motion for approval of SRF Disbursement Request Form #62 from Wessler Engineering for Invoice No. 32988 for \$14,823.00. Mr. Parnell made a motion for approval and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 4-0.

**Account Adjustments:**

Ms. Retmier presented the Board with four adjustments to be considered for approval. The Board requested that all four adjustments be presented, and the Board would vote as a group.

1. 8422 Harrison Dr – requesting a sanitary sewer adjustment in the amount of \$1,178.40 due to leaks in the slab and wall.
2. 7190 Seven Oaks Dr E – requesting a sanitary sewer adjustment for \$499.50 due to busted pipes under home.
3. 10343 Draycott Ave – requesting a sanitary sewer adjustment for \$690.07 due to a slab leak.
4. 4842 Dustin Dr – requesting a sanitary sewer adjustment for \$251.15 due to a service line leak.

Mr. Parnell made a motion for approval and Mr. Gingles 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. Parnell moved to adjourn the meeting and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 4-0. The meeting ended at 5:56 p.m.

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Steven Hall, President

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Tina Whitcomb, Recording Secretary

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