

**CITY OF LAWRENCE
UTILITY SERVICE BOARD
MARCH 26, 2019 – 5:30 PM
Regular Meeting
George Keller Public Assembly Room**

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

Also Present: USB Recording Secretary Tina Whitcomb

Staff Present: Controller Jason Fenwick, Utility Superintendent Scott Salsbery, Director of Operations Paul Wanner, Manager Greg Gee, 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 March 12, 2019. Mr. Parnell moved to approve the Minutes and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0.

Mr. Hall presented the payment of Claims in the amount of \$714,893.88 and the Payroll Voucher in the amount of \$151,171.01. 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 5-0.

Superintendent's Report: Mr. Hall asked Mr. Salsbery to give the Superintendent's Report. Mr. Salsbery reported that everything is running smoothly.

Opening Bids – Lift Station 19 Project: Pursuant to advertising, Mr. Hall opened the floor for opening of bids for Lift Station 19 Project. One bid was received by Evans Development Company. Base bid received was \$1,400,000.00 with mandatory alternates of \$8,000.00 for Mandatory Alternate 1, \$3,900.00 for Mandatory Alternate 2, \$3,100.00 for Mandatory Alternate 3 and \$23,000.00 for Mandatory Alternate 4, bringing the total cost of the bid to \$1,438,000.00. Mr. Salsbery asked project engineer Jeremy Schmitt with Commonwealth Engineers, Inc. to review the bid package and present findings at the next USB meeting.

Old Business: Mr. Hall requested moved to remove Change Order No. 1 from Glenroy Construction Co., Inc. for Well Field Improvements from the table. Following discussion, Mr. Parnell made a motion to remove this request from the table and Ms. Boyd seconded the motion. The motion was unanimously approved by a vote of 5-0. Following discussion, Mr. Tekippe made a motion for approval and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

New Business:

1. Mr. Hall opened the discussion for a request for approval to remove \$1,324.36 worth of charges at 9353 Kingsboro Court. Homeowner Ann Green, accompanied by friends Mandy Gonzalez and Greg Smith, presented her case. Following discussion, Mr. Parnell made a motion to table the request for approval to remove \$1,324.36 worth of charges and Ms. Boyd seconded the motion. The motion to table was unanimously approved by a vote of 5-0.
2. Mr. Hall requested a motion for approval of SRF Disbursement Request Form #66 from Wessler Engineering for \$21,520.00. Mr. Tekippe made a motion for approval and Mr. Parnell seconded the motion. The motion was unanimously approved by a vote of 5-0.

3. Mr. Hall requested a motion for approval of Change Order no. 2 from Glenroy Construction Co., Inc. for Well Field Improvements to increase existing contract for \$20,777.00. Mr. Parnell made a motion for approval and Mr. Tekippe seconded the motion. The motion was unanimously approved by a vote of 5-0.
4. Mr. Hall requested a motion for approval of Agreement with Beam, Longest and Neff, LLC for the Brookhaven Neighborhood Water Main Replacement Project for \$220,800.00. Mr. Parnell made a motion for approval and Ms. Boyd seconded the motion. Following discussion, the motion was unanimously approved by a vote of 5-0.

Account Adjustments: There were none.

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 5-0. The meeting ended at 6:15 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.